

CONSTITUTION
AND
MODEL BY-LAWS

Kappa Psi
Pharmaceutical
Fraternity

•

Founded 1879

Nineteen Hundred Forty-Three

CONSTITUTION AND MODEL BY-LAWS

OF THE

KAPPA PSI PHARMACEUTICAL FRATERNITY

(Incorporated under the Laws of the State of Delaware)

OF THE

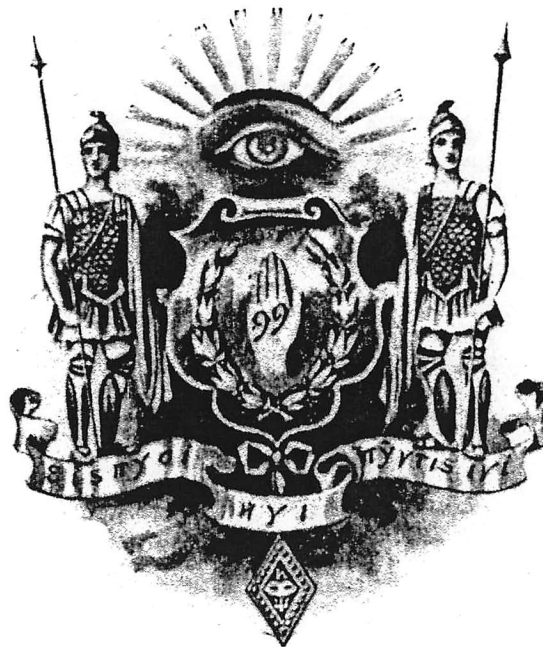
UNITED STATES OF AMERICA AND CANADA

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

Revised to December 29, 1941

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Issued for and by Authority of
THE GRAND COUNCIL OF THE FRATERNITY
1943



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any graduate of a recognized pharmaceutical school, as defined in this Constitution; provided said individual is not and never has been a member of another pharmaceutical fraternity, and has not been rejected by any Chapter of Kappa Psi.

16. After secret nomination and with the consent of Alpha Chapter, a Collegiate Chapter or a Graduate Chapter may elect to Honorary Membership in Kappa Psi Pharmaceutical Fraternity any person who has distinguished himself in pharmacy or who has contributed in some distinguished manner to the pharmaceutical profession. Such Honorary Member shall be given an engrossed Certificate of Membership but shall not hold active office nor be required to pay dues. Honorary office may be granted to Honorary Members.

ARTICLE IV

ELECTION OF MEMBERS

17. SEC. 1. All proposals for membership must be made without the candidate having been approached on the subject of joining the Fraternity. Violation of this mandate is an offense punishable by expulsion. Only persons known to be eligible shall be proposed for membership.

18. Every proposal for membership, which has been seconded, shall be submitted to the Chapter Committee on Elections with such information concerning the nominee as may be available.

19. After due consideration at the hands of the above Committee, the candidate's name is reported back to the Chapter with a recommendation either for or against acceptance. But whatever may be the recommendation of the Committee, the privilege which every Brother of the Chapter enjoys of voting for or against the nominee shall in no way be abrogated by the report of this Committee.

20. Authority is hereby extended to the Chapters to make provisions in their By-Laws 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.

21. Members must be elected by secret ballot.

22. 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 further consideration, except in the case of a mistake in voting or counting.

23. Two votes against a 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 reconsidered for membership until after three (3) months from the date upon which his name was originally voted upon; and then only if every Collegiate Member of the Chapter is present.

24. One adverse vote allows a new ballot at any subsequent meeting, but no such candidate may be voted on at more than three meetings; if the unfavorable vote still continues upon the third ballot, the candidate is to be declared finally rejected. The rejection may be reversed by the Grand Council upon application and argument of the Chapter concerned.

25. SEC. 2. 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.

26. 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 either part of such schools or colleges, provided that their Charter grant them such privilege.

27. Any Chapter may, in its By-Laws, limit its Collegiate Membership to a certain number. In such case, election to Collegiate Membership can occur only upon vacation of a Collegiate Membership by a former occupant.

28. After a man has been duly elected and initiated into Kappa Psi Pharmaceutical Fraternity, his membership shall continue during the remainder of his lifetime, except in case of his expulsion as provided in Article VIII. In no case and under no circumstances shall a member be allowed to voluntarily relinquish his membership by resignation from the Fraternity.

ARTICLE V

TRANSFER OF MEMBERSHIP

29. SEC. 1. A member leaving a college in which there is a Chapter 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 presentation of a transfer card, issued by his first Chapter 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.

30. 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.

ARTICLE VI

MEMBERSHIP CERTIFICATES

31. SEC. 1. A membership certificate of the form and character authorized by the Grand Council shall be issued to each new Collegiate Member before the close of his last year at college. The Grand Secretary-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, and shall send said certificate to the permanent address furnished by the member to receive said certificate. The degree or degrees of a member may, if desired, appear after his name on the certificate.

32. A certificate shall be furnished to Facultate and Graduate Members by the Central Office (G.S.T.) immediately on the receipt of the necessary Initiation Fee.

33. The Grand Council shall furnish a special engrossed certificate to Honorary Members.

ARTICLE VII

DUES AND ASSESSMENTS

34. SEC. 1. Each Collegiate Member is required to pay a Grand Council Initiation Fee of twelve dollars (\$12.00) and Grand Council dues of fifty cents (\$.50) per month, but not to exceed four dollars (\$4.00) per Collegiate year, for the support of the Grand Council and for financing its publications. The Initiation Fee shall be paid to the Grand Secretary-Treasurer by the Chapter Treasurer immediately upon the initiation of the new member.

KAPPA PSI PHARMACEUTICAL FRATERNITY

"One for all and all for one"

Founded 1879

Incorporated 1903

OFFICIAL FLAG



PLEDGE
BUTTON



OFFICIAL
BADGE



SCHOLARSHIP
KEY



RECOGNITION
BUTTON



FLOWER:
Red Carnation

COLORS:
Scarlet and Gray

CONSTITUTION

THE REVOCATION OF FORMER LAWS

1. All former constitutions, by-laws, and standing laws of this Fraternity, by which laws the Fraternity was formerly governed, are revoked and are no longer in effect.

PREAMBLE

2. For the sake of unity of principle, practice, and procedure this instrument is promulgated by the Grand Council of the Kappa Psi Pharmaceutical Fraternity for its own government and for that of its component Chapters so that there may be one final rule by which all may be governed.

ARTICLE I

NAME AND OBJECTS

3. SEC. 1. The name of this body shall be the Greek Letter Pharmaceutical Society (Fraternity) of Kappa Psi of the United States of America and Canada, Inc.

4. SEC. 2. The Objects of this body are to conduct a fraternal organization for the mutual benefit of the members; also to inculcate industry, sobriety, mutual fellowship and esteem, nobility, courage of mind and heart and to foster pharmaceutical research and high scholarship.

ARTICLE II

ORGANIZATION

5. SEC. 1. The constituent divisions making up this Fraternity are: Alpha Chapter, Collegiate Chapters, and Graduate Chapters.

The supreme governing body is the Grand Council (see Art. XIV).

Alpha Chapter consists of the Grand Officers elected by the Grand Council.

For purposes of mutual helpfulness the Collegiate and Graduate Chapters shall be organized into Provinces (see Art. XIX).

6. SEC. 2. Each Chapter may adopt rules and regulations to govern its members provided that such legislation does not conflict with this Constitution or with the enactments of the Province within which the Chapter is located.

ARTICLE III

MEMBERSHIP

7. SEC. 1. The Kappa Psi Pharmaceutical Fraternity shall receive as members (except in the case of Honorary Members), only men who are students, graduates, or

teachers, of Schools or Colleges of Pharmacy which meet the requirements of the American Association of Colleges of Pharmacy. In all cases the provisions of the Ritual of Initiation must be met.

8. Membership (except Honorary) 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).

9. All elections to membership (except honorary membership) shall be made by one of the Chapters; after election the candidate becomes a member only when he has completed the installation ceremony (hereinafter referred to as "initiation") as set forth in the Ritual of the Fraternity.

10. SEC. 2. The Collegiate Chapters shall consist of four types of members: Collegiate Members, Graduate Members, Facultate Members, and Unaffiliated Members. Only the Collegiate Members are entitled to a vote on business of the Chapter.

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

12. Upon graduating from his College a Collegiate Member automatically becomes a Graduate Member of the Collegiate Chapter. A graduate of a recognized School or College of Pharmacy, who was not a Collegiate Member of the Fraternity, may be elected to Graduate Membership.

13. The Facultate Membership of the Chapters shall be elected from the members of the Faculty or Adjunct Faculty of the School or College in which the Chapter is located, but who are not members of another pharmaceutical fraternity. Facultate Members have all the rights and privileges of Graduate Members.

14. Any undergraduate 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. Collegiate members of any Chapter the charter of which has been revoked become Unaffiliated Members.

15. Graduate Chapters may include in their membership graduate members from any of the Collegiate Chapters. Graduate Chapters may elect to membership and initiate

35. Sec. 2. All members of Graduate Chapters shall pay annual dues of one dollar (\$1.00) to the Grand Council. Newly initiated members of Graduate Chapters shall each pay an Initiation Fee of twelve dollars (\$12.00) to the Grand Secretary-Treasurer.

36. Sec. 3. The Grand Council dues 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-Treasurer.

37. Should there be any delay in transmitting these moneys to the Grand Secretary-Treasurer, he shall issue a peremptory order upon the Treasurer of the defaulting Chapter to make payable to the Grand Secretary-Treasurer an amount sufficient to satisfy in full the indebtedness of the Chapter. Should a Chapter continue to be dilatory in the matter, 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.

38. Sec. 4. If there should arise a temporary deficit in the funds of the Grand Treasury, the Grand Secretary-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-Treasurer as are the regular monthly assessments above provided for; and, furthermore, the Chapters shall be subject to the same retributive proceedings in case (see Paragraph 37) of delay or delinquency in the matter of payment of extra assessments.

39. Sec. 5. Each Chapter shall make efficient provisions in its By-Laws for the prompt collection from its members of Chapter and Fraternity dues, assessments, etc., regular and extra.

40. The Treasurer shall notify the members of the Chapter when any assessment is due. In case of failure of any member to make prompt payments of any dues or assessments, the Treasurer shall report to the Chapter, which may suspend or expel the delinquent member for the non-payment of dues.

ARTICLE VIII

DISCIPLINE

41. Sec. 1. A member may be suspended or expelled from the Kappa Psi Fraternity for conduct unbecoming to

a member. Included under this heading are such acts: (1) as reflect upon or injure the prestige and reputation of the Fraternity; (2) as reflect upon the character, or professional integrity of the member; and (3) for violation of the oath and obligation.

42. This shall also apply to any person elected to membership but not having taken the oath and obligations. At any time before a candidate's initiation, any member in good standing may object to such person being initiated. The objections must be based upon Constitutional grounds, submitted in writing to the Judiciary Committee of the Chapter as in paragraph number 44. If sustained, the Regent shall declare the election null and void.

43. Each Chapter shall have the right to punish not only its Collegiate Member, but also its Facultate, Graduate, or Unaffiliated Members, after due trial as set forth in this Article.

44. Sec. 2. 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.

45. The Regent will then 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. No trial shall be valid unless two-thirds of the Collegiate Members of the Chapter are present.

46. At the hearing of an accused member the Regent shall act in the capacity of the Judge. As such he shall pass upon all points of law. In case the Regent is involved in the proceedings as a party defendant, the Vice Regent shall act in his stead.

47. The Secretary shall act in the capacity of Clerk of the Court.

48. The Regent shall appoint as prosecutors any two members of the Chapter.

49. The accused member shall have the privilege of appointing any two members of the Fraternity as his counsel.

50. 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.

51. After all the evidence and argument have been heard all members present shall vote either guilty or not guilty; two-thirds of the votes cast shall be required for conviction. If convicted, the Chair shall ask for a motion for the sort of punishment. It shall require a two-thirds ($\frac{2}{3}$) vote for expulsion, but only a majority vote for any other punishment.

52. 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 the Executive Committee of the Grand Council for a rehearing of his case.

53. 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 reasonable expense entailed both by himself and by the defendant Chapter, should the Executive Committee sustain the action of the Chapter.

54. 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 case.

55. 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 shall require a majority of the Executive Committee to convict.

56. 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.

57. 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-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.

58. The Grand Council shall have the right and power to expel all or any member of inactive Chapters as they may see fit.

ARTICLE IX

CHAPTERS

59. Sec. 1. Collegiate Chapters of this Fraternity shall be established only in Colleges and Schools of Pharmacy whose requirements meet the standards of the American Association of Colleges of Pharmacy.

60. 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.

61. Sec. 2. Graduate Chapters of this Fraternity may be established in any city or limited section of the United States of America and of Canada; also in other countries.

62. Sec. 3. Application for a charter for the creation of a Chapter shall be made in writing through any Grand Officer or directly 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. In the case of Graduate Chapter, it shall be signed by five (5) or more graduate, facultate, or unaffiliated members residing in the district.

63. No Charter shall be issued to any Chapter until after the application has been approved (see Article XVIII, Sec. 3) and the Charter fee of twenty-five dollars (\$25.00) shall have been paid in full to the Grand Secretary-Treasurer. The new Chapter shall also pay the expense of the Installing Officer or officers who actually install the Chapter.

64. Sec. 3. When an application for a Charter has been properly approved by the Legislative Committee of the Grand Council the Committee shall then order the Grand Regent to grant the Charter and to establish the Chapter or to appoint some member of the Fraternity as his representative to proceed to that point and establish the said Chapter.

65. The Grand Regent shall also instruct all Grand Officers, the Satraps of all Provinces, and all Chapters to send a message of greeting and welcome to newly-installed

Chapters; said messages to be received, if possible, on or before the date of installation.

66. Sec. 4. The Collegiate 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.

67. 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 X

OFFICERS OF THE CHAPTERS

68. Sec. 1. The Executive Officers of each Collegiate 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, and the Grand Council Deputy. The Ritualistic Officers shall be those required in the Ritual of Initiation.

69. These 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, and they shall hold office until their successors are duly installed.

70. Sec. 2. The offices of a Graduate Chapter shall be the same as those of a Collegiate Chapter and shall function similarly. These officers shall be chosen from the Graduate Membership of each Chapter.

71. Sec. 3. 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.

72. In case of any accusation or disqualification of the Regent or neglect to perform his duties while the Chapter is in session, the Vice Regent shall take the chair. The Chapter shall have the power, after discussion, to relieve the

Regent temporarily of his duties or to remove him permanently from his office; provided that no permanent removal may be made unless the Regent has had an opportunity to present his defense to the Chapter and the motion receives the vote of two-thirds ($\frac{2}{3}$) of the Collegiate members of the Chapter. When the Chapter is not in session all accusations shall be presented to the Judiciary Committee who, if they deem the accusation well founded, shall ask the Vice Regent to call a meeting of the Chapter which shall proceed in the manner stated above.

73. Sec. 4. The Vice Regent shall act in all respects as, and have the same powers as, the Regent in case of the latter's absence or neglect to properly perform the duties of his office.

74. Sec. 5. (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 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.

75. Sec. 6. 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 collect the Grand Council Initiation Fee promptly upon the candidate's initiation, and all Chapter 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-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.

76. Sec. 7. The Assistant Secretary and the Assistant Treasurer shall assist their Chiefs in the discharge of the duties of the Chiefs' offices.

77. Sec. 8. 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 MASK, and he shall be the Chapter's official representative to assist the Grand Secretary-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 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 MASK. All correspondence received by him shall be filed and preserved.

78. Sec. 9. It shall be the duty of the Chaplain to conduct the services designated by the Chapter.

79. Sec. 10. 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 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.

80. Sec. 11. 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. 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 XI.

COMMITTEES OF THE CHAPTERS

81. Sec. 1. Each Chapter shall have the following Standing Committees: Judiciary Committee, Auditing Committee, Election Committee and Scholarship Committee.

82. In addition to these it is recommended that the Chapters shall have the following Committees if appropriate to the local conditions: Interfraternity, Chapter House, Finance, Entertainment and Program Committees.

83. Each of these Committees shall consist of at least three members. Facultate or Graduate Members of the chapter are eligible to serve on any of these Committees.

84. Sec. 2. 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.

85. 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 adjudicate 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.

86. The Judiciary Committee does not have the power to adjudicate the guilt of any member nor to decide on the form of punishment; it can only recommend to the Chapter the action to be taken.

87. Sec. 3. 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.

88. Sec. 4. 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.

89. Sec. 5. The Finance 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.

90. Sec. 6. (A) The Auditing 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.

91. (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.

92. Sec. 7. The Chapter House Committee shall have entire charge of the conduct of the Chapter House, the formulation and enforcement of Chapter House Rules, etc. It shall also 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; it is particularly important in the cases of Chapters that have not purchased or built houses that 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.

93. Sec. 8. It shall be the duty of the Chapter Meeting Program 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 pre-

pared at the very beginning of each session. This Committee should further submit such papers, etc., to the Editor for publication in THE MASK.

94. SEC. 9. The Entertainment 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.

95. SEC. 10. It shall be the duty of the Scholarship Committee to investigate the scholastic standing of each Collegiate Member and to report to the Chapter the names of those whose scholastic records are unsatisfactory. They shall recommend changes in house rules which they deem likely to contribute to better study habits and shall in every way strive to improve the scholastic standing of the members. They shall be responsible to discover the names of such members who are entitled to the Grand Council Scholarship Key and to report the same to the Grand Secretary-Treasurer. *and G.C. S. Chaplain*

ARTICLE XII

CHAPTER BY-LAWS

96. SEC. 1. Each Chapter shall adopt By-Laws not in conflict with this Constitution. These By-Laws and all amendments must be approved by the Legislative Committee of the Grand Council.

ARTICLE XIII

CHAPTER RECORD BOOKS, FORMS, ETC.

97. SEC. 1. The Secretary and Treasurer of each Chapter shall use the forms for keeping Chapter records and for making reports which are furnished by the Central Office at cost.

ARTICLE XIV

THE GRAND COUNCIL

98. SEC. 1. The Grand Council shall be the supreme legislative, judicial and executive body of the Fraternity. As the supreme *legislative body* it shall make general and common laws to govern both itself and its divisions. The Grand Council may delegate to a committee the right of legislation as hereinafter provided. As the highest *judicial tribunal* it shall interpret all legislation, and there can be no appeal from its decisions. As the chief *executive power* of this Fraternity it shall have authority to enforce its laws and decisions.

99. SEC. 2. 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.

100. SEC. 3. The Grand Council may revoke the charter of any or all of its Chapters. It has the power to expel any member of an inactive Chapter.

ARTICLE XV

THE COMPOSITION OF THE GRAND COUNCIL

101. SEC. 1. The Grand Council shall consist of the following: (1) The Members of Alpha Chapter; (2) two delegates from each Collegiate Chapter; (3) two delegates from each Graduate Chapter; (4) one member from any committee charged with any extraordinary or important work; and (5) one delegate-at-large from each organized Province.

102. Delegates from any Chapter indebted to the Grand Council cannot be admitted to the Grand Council until all arrears of the Chapter have been paid, unless admitted by a three-fourths (¾) vote of the qualified membership.

103. 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.

104. Either the Grand Regent or the Executive Committee may appoint as a delegate to the Grand Council one member of any committee the work of which they deem of sufficient importance to warrant such appointment.

105. Province delegates shall be elected in the following manner: At least six months before the National Convention, the Satrap shall send to each Chapter in the Province an invitation to nominate two Graduate or Facultate Members of any Chapter in the Province to serve as delegates-at-large. Three months later, the Satrap shall send to each Chapter a list of all persons nominated and ask for a vote. The person receiving the vote of the largest number of Chapters shall be the Province delegate and the one receiving the second largest vote shall be his alternate. In case of a tie vote the Satrap shall cast the deciding vote.

106. Any Chapter unable to send any delegates to Convention of the Grand Council may confer the proxy of the Chapter upon any member of the Fraternity. Such delegates shall present to the Grand Council at the beginning of the Grand Council sessions a written proxy signed by the Regent and Secretary of the Chapter concerned.

107. SEC. 2. The Grand Council shall pay the transportation expenses of one admitted delegate from each Collegiate Chapter, which has been instituted more than eight (8) months before the Convention of the Grand Council or has more than eight (8) assessments of fifty cents (\$50) per capita, paying their mileage each way to and from the place of their Chapter residence. If a Collegiate Chapter has two (2) admitted delegates, the Chapter shall be responsible for the expenses of one of them.

ARTICLE XVI

MEETINGS OF THE GRAND COUNCIL

108. SEC. 1. The Grand Council shall meet in *National Convention* every two years, after Christmas Day and before the reopening of the colleges after the Christmas holidays. 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. The Grand Officers and Executive Committee have the power to postpone any Convention in case of an emergency.

109. Beginning with 1941, Conventions shall meet as follows: In 1941, and in alternate years thereafter, a **NATIONAL GRAND COUNCIL CONVENTION** shall be held, all delegates meeting in convention at one point. In 1942, and in alternate years thereafter, **PROVINCE CONVENTIONS** may be held.

110. Each Collegiate Chapter shall be entitled to two (2) delegates, to all National and Province Conventions, the mileage of one delegate from each Collegiate Chapter in good standing to be paid as follows: (1) in the case of *National Grand Council Conventions* the total mileage of Collegiate delegates, as provided for above, shall be paid by the Collegiate Chapters by prorating it among these Chapters according to numerical strength. (2) 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.

111. SEC. 2. 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, have the right, if they so desire, of meeting the entertainment expenses of their own delegates by a pro rata Chapter assessment.

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

ARTICLE XVII

OFFICERS OF THE GRAND COUNCIL THEIR ELECTION AND DUTIES

113. Sec. 1. The Officers of the Grand Council shall be: a Grand Regent, three Grand Vice Regents, a Grand Secretary-Treasurer (whose office shall be known as the Central Office), a Grand Historian, a Grand Ritualist, a Grand Counselor. These officers shall be chosen from the ranks of the Collegiate, Graduate, or 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.

114. Sec. 2. It shall be the duty of the Grand Secretary-Treasurer to notify every Collegiate and Graduate Chapter at least eight months (8) prior to the Convention of Grand Council that the Committee on Nominations is prepared to receive nominations for the Grand Officers to be balloted for at the National Convention. Any Chapter 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-Treasurer at least three (3) months prior to the National Convention of the Grand Council. The Grand Secretary-Treasurer shall then prepare a complete list of the candidates so nominated and forward the same to the Nominations Committee, and then publish the list in THE MASK.

115. 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.

116. Sec. 3. The Grand Regent shall preside at all meetings of the Grand Council; announce the time of meeting of the Grand Council; he shall either himself visit each Chapter of the Fraternity at least once annually, or else direct a Grand Officer or other appointed representative to perform this duty; he shall, if possible install new Chapters, but may delegate that duty to another member of the Fraternity; he shall appoint all committees not otherwise provided for. He shall be an ex-officio member of all standing committees of the Grand Council.

117. Sec. 4. 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.

118. 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 disqualifications 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 appropriate Grand Vice Regent when three-fourths (¾) of the Grand Council approve, or by a majority of the members of the Executive Committee when that body is the acting tribunal.

119. Sec. 5. The Grand Secretary-Treasurer shall receive and be custodian of all funds of the Grand Council and disburse them in payment of debts incurred by the Grand Council, its officers, and committees. He shall prepare annually an audited report showing receipts and expenditures from July first to June thirtieth, and shall mail a copy of this report in September to each Collegiate and Graduate Chapter in good standing.

120. He shall be required to furnish bond in the sum of two thousand dollars (\$2,000), the cost incident to the procuring of same to be paid out of the Grand Treasury. The bond shall be held in custody of the Grand Regent.

121. He shall have complete charge of the roll or record of membership in Kappa Psi Fraternity as furnished by the Chapters. He shall keep a record of all data concerning the membership 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. He shall have charge of the publishing of THE AGORA, embracing such data as is set forth in Article XXI, infra. He shall also issue Membership Certificates, the Constitution and By-Laws, the Ritual, History, etc., and shall look after the issuing of record books, forms, etc. He shall direct the finances of the official journal, (THE MASK), of which he shall make

report to the Grand Council. He may appoint, with the approval of Alpha Chapter, an official Assistant.

122. The Grand Secretary-Treasurer shall be provided with sufficient funds out of the Grand Treasury to provide 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 Officers.

123. The Grand Secretary-Treasurer, after consultation with the members of Alpha Chapter, shall appoint an editor of THE MASK, who shall direct the editorial department, who shall accept and publish such matters as seem to him appropriate, and who shall superintend the publication of said journal at stated intervals.

124. Sec. 6. 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.

125. Sec. 7. The Grand Ritualist shall direct the ritualistic work of the Order, present for 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.

126. Sec. 8. The Grand Counselor 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.

127. Sec. 9. 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.

ARTICLE XVIII

COMMITTEES OF THE GRAND COUNCIL

128. Sec. 1. There shall be the following committees of the Grand Council: the Executive, the Legislative, the Nominations, the Extension, the Ritual, and the Interfraternity Committees.

129. A copy of the minutes of the meetings of Committees of the Grand Council shall be forwarded to the Grand Secretary-Treasurer within fifteen (15) days after each meeting is held.

130. Sec. 2. The Executive Committee shall be composed of six (6) members: the Grand Regent, the Grand Secretary-Treasurer, two (2) Collegiate Members, and two (2) members of a credited Graduate Chapter. No more than three (3) of these members shall be Grand Council Officers.

The membership of this Committee shall be appointive and not elective. The Collegiate members shall be appointed in July of each year.

131. The Executive Committee shall be the chief legislative body of the Fraternity when the Grand Council is in adjournment. Between the meetings of the Council, it possesses all the prerogatives of the Grand Council, and may act in its stead. It may recommend amendments and revision of the Constitution whenever expedient to do so, during adjournment of the Grand Council. Such amendments or revisions shall be submitted to the Chapters in good standing at least a month before a vote is taken upon their ratification. Upon ratification by two-thirds ($\frac{2}{3}$) of these Chapters each amendment becomes in force. This vote must be taken by mail.

132. In case of the inability, refusal or neglect of any Grand Officer to properly perform his duty between the sessions of the Grand Council, the Executive Committee may declare his office vacant and elect a successor, provided that a majority of the members of the Executive Committee shall be in accord on such action.

133. 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 Grand Council.

134. Sec. 3. 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 Alpha Chapter; 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.

135. The duties of the Legislative Committee shall be to receive and consider applications for new charters—see Article IX; to inaugurate new Chapters; to study the laws of the Fraternity and all proposed alterations to the Constitution. All such suggestions must be submitted to the Grand Council with the recommendations of the Committee. The Legislative Committee shall examine the By-Laws adopted by the various Chapters and all Amendments to the same in order to assure that they do not conflict with this Constitution; no By-Laws of a Chapter shall be deemed effective until approved by the Legislative Committee.

136. Should an application be made 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, asking them to vote upon the question of granting the said application. Should three-fourths ($\frac{3}{4}$) of the Grand Officers and the Legislative Committee concur, the

Committee shall then order the Grand Regent to grant the application.

137. 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 ($\frac{3}{4}$) 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.

138. 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 meeting.

139. Sec. 4. The Grand Regent shall appoint a Nominations Committee of three (3) members who shall serve until their successors are appointed.

140. Sec. 5. 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 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.

141. Sec. 6. 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 where same is requested by the Grand Council. Such revisions must be submitted to the Grand Council for approval and acceptance before being published.

143. Sec. 7. 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.

144. Sec. 8. The Grand Regent is empowered to appoint a committee to be known as the Scholarship Committee, 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.

ARTICLE XIX

PROVINCES

145. Sec. 1. The Fraternity shall be divided geographically into Provinces composed of all the Chapters within the boundary of the Province. The boundaries of each Province shall be decided by the Executive Committee of the Grand Council.

146. Each Province shall be empowered to adopt rules and regulations to govern the Chapters within that Province, provided that such legislation does not conflict with the Constitution or the enactments of the Grand Council. The relation of a Province to the Grand Council shall be like that of a State of the United States to the Federal Government.

147. Sec. 2. The legislative body of the Province shall be the Provincial Assembly which shall consist of: (a) delegates elected from the undergraduate members of each Collegiate Chapter in the proportion of one delegate for every ten undergraduate members; (b) delegates elected by each Graduate Chapter in the proportion of one delegate for each fifteen (15) members; and (c) officers of the Assembly.

148. Sec. 3. The officers of the Province shall be: a Satrap, a Vice Satrap, a Secretary, and a Treasurer, and an Historian. These officers are to be elected by the Assembly from among the Collegiate, Graduate, or Facultate members of the Chapters in the Province; they do not necessarily have to be delegates to the Assembly at the time of their election.

149. Sec. 4. The Grand Regent shall appoint a Supervisor for each Province. This Supervisor is entitled to attend the meetings of the Assembly but shall have no vote.

150. Sec. 5. The Assembly shall meet every two years, alternate with the Conventions of the Grand Council. The precise time and place of the meeting to be decided by the Executive Committee of the Province.

151. Sec. 6. 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.

152. Sec. 7. The Satrap shall preside at the meetings of the Assembly; he 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.

153. SEC. 8. 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.

154. SEC. 9. The duties of the Province Secretary, Treasurer, and Historian shall be the usual duties assigned to such officers. The Secretary and the Treasurer may be provided, by election, with assistants.

ARTICLE XX

OFFICIAL INSIGNIA, BADGES, ET CETERA

155. SEC. 1. 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.

156. The owner's initials, and the Chapter letter should be engraved upon the reverse side of his badge.

157. 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 anyone.

158. 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.

159. 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.

160. SEC. 2. 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 ($\frac{1}{2}$) inch and must be procured from the official jeweler.

161. SEC. 3. 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.

162. SEC. 4. 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.

163. SEC. 5. 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.

164. SEC. 6. The plates of the Insignia and Coat-of-Arms of the 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.

165. 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.

166. SEC. 7. The Colors of this Fraternity shall be Scarlet and Cadet Gray.

167. SEC. 8. The Flower of this Fraternity shall be the red carnation.

ARTICLE XXI

PUBLICATIONS

168. SEC. 1. Kappa Psi Fraternity shall publish an official Journal to be known as THE MASK OF KAPPA PSI PHAR-

MACETICAL FRATERNITY, and an official Directory to be known as THE AGORA.

169. SEC. 2. THE MASK shall be issued quarterly throughout the academic year in the interests of, and for the convenience and instruction of, the members of the Order. The said journal shall be devoted to Chapter correspondence, and to the expression of such thoughts and the exhibition of such matter as will redound to the progress and advancement of this Fraternity and pharmaceutical science in all its branches. Chapters that are unrepresented by Chapter Letters in the Chapter Letter issues of said journal shall be liable to a fine of \$10.00, imposed by the Central Office, for each such omission.

170. SEC. 3. The publication of THE MASK shall be under the management of the Grand Secretary-Treasurer. He shall be responsible to the Grand Council for the publication of the journal at stated intervals.

171. SEC. 4. 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-Treasurer shall render an itemized statement of the receipts and disbursements at the biennial meeting of the Grand Council, which report shall be audited by a committee appointed for the purpose at the same meeting.

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

173. 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.

174. Each member of the Fraternity in good standing is entitled to receive THE MASK free for a period of ten years following his initiation. If he desires to continue his subscription beyond this period, he shall pay a sum to be decided by the Executive Committee of the Grand Council.

175. SEC. 5. THE AGORA shall be issued every four years, immediately after a National Convention. It shall contain the names and home addresses of all the members of the Fraternity up to the date of issue; the names of all Chapter Officers; the names and permanent addresses of all the Grand Officers and Grand Committees; the names of all past Grand Officers and past Regents; the names of all members of the last 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 handbook of Kappa Psi information for the use of the members of the Fraternity.

176. An annual assessment of four (4) dollars shall be levied on each Collegiate Chapter and on each Graduate Chapter, payable on or before March first of each year to help defray expenses of publication.

177. Sec. 6. On the first of June 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. The supplement shall, as far as it is possible to be so, conform to the size, style of construction and quality to that of the edition to which it is a supplement.

178. Sec. 7. THE AGORA and its supplements shall be esoteric publications issued to and for the use of the members of Kappa Psi Fraternity.

179. Sec. 8. The Grand Secretary-Treasurer shall edit the publication 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 by the Grand Secretary-Treasurer. He shall keep a record of all expenses and receipts for all issues and supplements of said AGORA and shall give a report to each Grand Council and the Grand Chapter if for any reason the same may be desired. The affairs of THE AGORA, i.e., the accounts, etc., shall be subject to auditing by a duly appointed committee of the Grand Council or Grand Chapter.

180. A copy of THE AGORA shall be furnished free of charge to each of the Grand Officers and to each Collegiate Chapter. Other members may purchase a copy at a price dependent on the cost of publication to be set by the Executive Committee of the Grand Council.

ARTICLE XXIII

AMENDMENTS

181. Sec. 1. 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. The Constitution may also be amended by the Executive Committee in the manner provided for in Article XVIII, Sec. 2.

182. Sec. 2. In adjournment of the Grand Council, a motion to amend may be proposed by a Chapter (either Collegiate or Graduate) when the motion 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.

183. 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) weeks 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.

184. Sec. 3. 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.

185. Sec. 4. Overtures (made or approved by the Legislative Committee) to amend any part, or all, of this Constitution shall require for their passage a two-thirds ($\frac{2}{3}$) vote of the membership of the Grand Council concurring.

186. Sec. 5. Motions (not approved by the Legislative Committee) to amend any part, or all, of this Constitution shall require for their passage a three-fourths ($\frac{3}{4}$) vote of the membership of the Grand Council concurring.

ARTICLE XXIII

QUORUM

187. Sec. 1. Quorum for the meetings of the Grand Council shall be three-fourths ($\frac{3}{4}$) of its accredited membership.

MODEL BY-LAWS FOR EACH CHAPTER

(Each Chapter shall adopt a Constitution and By-Laws as set forth below, except that those parts enclosed in parentheses may be omitted if deemed inadvisable for the particular Chapter. No Chapter shall add to this Model any regulation not in harmony with the Constitution of Kappa Psi Pharmaceutical Fraternity.)

ARTICLE I

TITLE AND MEMBERSHIP

01. This Chapter shall be known as Chapter, according to the Charter granted by the Grand Chapter. Any male member of (School of Pharmacy) is eligible to membership in this Chapter subject to the conditions stipulated in the Constitution and Charter.

ARTICLE II

OFFICERS

02. Its officers shall be a Regent, Vice Regent, Secretary, Treasurer, (Assistant Secretary, Assistant Treasurer), Historian, Chaplain, Grand Council Deputy, and such other officers as are required by the Book of Ritual.

ARTICLE III

DUTIES OF OFFICERS

03. SEC. 1. *Duties of the Regent.*—See Constitution, Art. X, Sec. 3.

04. SEC. 2. *Duties of the Vice Regent.*—See Constitution, Art. X, Sec. 4.

05. SEC. 3. *Duties of the Secretary.*—He shall, in addition to those duties ordered in the Constitution, Art. X, Sec. 5, 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 attend to all correspondence of the Chapter; shall be responsible for reports concerning new members to the Grand Secretary-Treasurer. All correspondence received by him shall be filed for future reference.

06. (The Assistant Secretary may be elected or appointed. He shall perform such parts of the duties of the Secretary as the latter may assign to him.)

07. SEC. 4. The Treasurer in addition to those duties provided in Article X of the Constitution, shall be respon-

sible for the collection of all Chapter dues and their proper disposition. He shall keep an accurate account of all money received and the date and amount of each individual receipt. He shall receive all money intended for the Grand Chapter and keep separate account of the same in books provided for that purpose.

08. If members' dues are unpaid for one month he shall report such a fact to the Regent in writing. At the time of election of officers he shall furnish the Regent a list of members not in good standing and therefore not entitled to vote. He shall display his books and accounts to the Auditing Committee whenever so requested.

09. Upon 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.

010. (The Assistant Treasurer may be elected or appointed. He shall perform such portions of the duties of the Treasurer as the latter may assign to him.)

011. SEC. 6. *Duties of the Historian.*—See Constitution, Art. X, Sec. 8.

012. SEC. 7. *Duties of the Chaplain.*—See Constitution, Art. X, Sec. 9.

013. SEC. 8. *Duties of the Grand Council Deputy.*—See Constitution, Art. X, Sec. 10.

QUALIFICATIONS AND ELECTION OF OFFICERS

014. SEC. 1. All officers of the Chapter, except committee members, delegates to National or Provincial Conventions, and Grand Council Deputy shall be elected from the undergraduate members of the Chapter. 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.

015. 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.

016. A member holding an office may be elected to a higher office at an election to fill a vacancy. In such an event the Chapter shall immediately elect a member to fill the office vacated by his promotion.

017. 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.

018. A two-thirds ($\frac{2}{3}$) majority of the valid votes cast shall be required to elect. In case no candidate receives a

two-thirds ($\frac{2}{3}$) majority of the ballots cast, the balloting shall continue till one of them receives a two-thirds ($\frac{2}{3}$) majority. The candidate receiving the least number of votes shall be withdrawn at each unsuccessful ballot.

019. SEC. 2. Nominations and election of officers, except Delegates to National or Provincial Conventions, shall be at the first meeting in (February) of each year.

020. The order of this business shall be: First the nomination and election of the Regent. Then, in order the nomination and election of Vice Regent, Secretary, Treasurer, Chaplain, Historian, (Assistant Secretary, Assistant Treasurer); then the nomination and election of each of the ritualistic officers.

021. *Tellers.*—The Tellers shall collect the ballots from each member qualified to vote. They shall count the votes and report to the presiding officer the number of votes cast for each candidate.

022. If there be any question as to the eligibility of any member to vote the matter shall be referred by the Regent to the meeting. After appropriate discussion the question shall be decided by a majority vote of those members whose qualifications are not in doubt.

023. *Installation.*—(1) The officers legally elected 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) Any objections to the installation of officers-elect must be made for 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 against whom objection is made shall not vote in his own case.

(3) The presiding officer shall, unless 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 removed, the election must be declared void and a new election held.

024. 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.

025. (1) When a vacancy is to be filled, the nomination, 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) A resignation must be accepted by the Chapter before an office becomes vacant.

(4) When a member becomes suspended, any office held by him becomes vacant at the date of his suspension, and at the next stated meeting thereafter the presiding officer shall declare the office vacant and the Chapter shall fill the vacancy by election.

026. In case of the temporary 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 or permanent disability, 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.

027. 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.

028. SEC. 2. Any officer may be removed for inattention to the duties of his office by a majority vote of the Chapter. Any officer charged with dereliction of duties is entitled to a trial by the Chapter. He shall be notified by the Secretary at least five days before the trial of the charges against him. The trial shall be conducted in the same manner as for disciplining a member (see Constitution, Art. VIII, Sec. 2), but he shall officiate until the charges have been settled, unless otherwise ordered by the Chapter.

ARTICLE IV

DELEGATES OR REPRESENTATIVES TO CONVENTIONS

029. SEC. 1. The Chapter shall, not later than the last

stated meeting of the month preceding the National and Province Conventions, elect Delegates (see Constitution, Art. XV) to represent the Chapter at the Convention, and Alternates who shall perform the duties of the Representatives in case of death, resignation or inability to attend. Chapter officers may serve as delegates.

030. SEC. 2. 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 six months prior to the election.

031. SEC. 3. 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. If both the Delegate and Alternate are unable to attend, the Regent may appoint a qualified member of the Chapter to serve. 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. If for any reason, in the opinion of the Chapter, it is not advisable or possible to send any Collegiate members as Delegates, the right of representing the Chapter may be conferred upon Delegates of another Chapter. Such proxies must be provided with written credentials assigned by the Regent and the Secretary.

ARTICLE V

STANDING COMMITTEES AND HOUSE FUND

032. SEC. 1. There shall be the following standing committees: Judiciary Committee, (the Interfraternity Committee), the Committee on Elections, (the Finance Committee), the Auditing Committee, the Chapter House Committee, (the Program Committee), (the Entertainment Committee) and the Scholarship Committee. (See Constitution, Art. XI.)

033. SEC. 2. The duties of these committees shall be those described in Art. XI of the Constitution.

034. SEC. 3. The Chairman of each Committee shall keep a record of the official acts of the Committee during the recess of the Chapter.

ARTICLE VI

UNETHICAL CONDUCT

035. SEC. 1. Any member of the Chapter guilty of unethical or ungentlemanly conduct may be punished by a fine, suspension or expulsion after trial and conviction as set forth in Art. VIII of the Constitution.

036. SEC. 2. 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 and malicious, the Regent shall disclose the name of the informant to the Chapter on demand of a majority (3/4) of the members present. Such member shall then be tried for unethical conduct.

037. SEC. 3. A member who shall use the name Kappa Psi or the emblem, etc., improperly, or who shall use his privilege of membership of office to further his own personal interest to the detriment of the Chapter or Fraternity at large, shall be guilty of unethical conduct and upon conviction be liable to expulsion from the Fraternity.

ARTICLE VII

MEETINGS

038. SEC. 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:

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. 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-Treasurer and to the members of the Chapter. 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.

039. SEC. 2. Any member absent from regular and special meetings of the Chapter shall be fined by the Regent \$..... for each such absence.

040. SEC. 3. 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.

041. SEC. 4. Order of business for stated meeting: (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. (13) Occasional Order of Business: (a) Welcoming visiting members; (b) Nomination, election and installation of offi-

cers; (c) Demonstration of secret work; (d) Other new business. (14) Closing Service and announcement by the Regent of the next stated (and special) meeting.

042. SEC. 5. (1) Special meetings may be called by the Regent at any time 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.

043. SEC. 6. All members of the Chapter shall be notified of special meetings by the Secretary personally or by notice duly posted on the Chapter Bulletin Board or mailed to each member, at least one day preceding each meeting, unless otherwise prescribed by the Chapter, of the time, place and object of a special meeting.

044. SEC. 7. 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

045. SEC. 1. All members of the Chapter, of whatever class, are entitled to the privileges of the floor at any meeting of the Chapter. But only undergraduate members in good standing are entitled to vote on any proposition.

ARTICLE IX

DUES

046. SEC. 1. Each newly elected undergraduate member must pay an initiation fee of dollars, of which twelve dollars must be paid over to the Grand Council, before he is received into full membership. The Chapter, however, may by a two-thirds (2/3) vote grant the applicant an extension of time to pay this initiation fee provided that he must pay the twelve dollars to the Grand Council before initiation.

047. Sec. 2. Each member shall pay dues to the Chapter of per month and to the Grand Council, dues of fifty cents per month, said dues payable to the Treasurer of the Chapter not later than of each

048. Sec. 3. Special assessments may be imposed at any time by a majority ($\frac{2}{3}$) vote of the members present.

049. Sec. 4. Any member who shall not have paid his dues to the Chapter on or before the first regular meeting of the month or shall be indebted to his Chapter for dues, assessments or fines, 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.

050. Sec. 5. 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. 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.

051. Sec. 6. 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.

ARTICLE X

SECRECY

052. 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.

053. 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. Any member who reveals the secrets of the Fraternity shall be immediately expelled.

ARTICLE XI

THE RITUAL OF INITIATION

054. 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.

ARTICLE XII

QUORUM

055. Sec. 1. A quorum for the transaction of business at any meeting of the Chapter shall not be less than one-third ($\frac{1}{3}$) of the Collegiate Members.

ARTICLE XIII

AMENDMENTS

056. Sec. 1. Any motion to amend these By-Laws must be made in writing and signed by two (2) members of the Chapter at a stated meeting of the Chapter. Such motion can not be voted on until the next stated meeting. It shall require a two-thirds ($\frac{2}{3}$) vote of the members present to be approved.

057. Sec. 2. No amendment to the By-Laws can be deemed in force until it has been approved by the Legislative Committee of the Grand Council.

MODEL CONSTITUTION AND BY-LAWS FOR THE PROVINCES

CONSTITUTION

*1. 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—

*2. The title of this organization shall be the Province of the Kappa Psi Pharmaceutical Fraternity.

ARTICLE II—MEMBERSHIP—(See Constitution, Art. III, Sec. 1)

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

ARTICLE III—OFFICERS, DUTIES, ETC.—

*4. 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. XIX, Sec. 3.)

*5. Section B. *Duties.*—(See Constitution, Art. XIX.) The duties of the officers of the Province shall be to administer the affairs of the Province in their respective capacities comparable to the functioning of officers of the Grand Council as laid down in the Constitution of the Kappa Psi Pharmaceutical Fraternity (Article XVII).

*6. Section C. *Qualifications.*—All officers shall be Collegiate, Graduate, or Facultate Members in good standing of the Province.

*7. Section D. *Election of Officers.*—All officers shall be chosen by ballots of Delegates at the convened Province Conventions. A majority ($\frac{2}{3}$) of the ballots cast shall constitute election to office.

*8. 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—

*9. Section A. *Delegates*.—Delegates elected to represent the individual Chapters shall form the Province Conventions.

*10. Section B. *Number of Delegates*.—(See Constitution, Art. XIX, Sec. 2.)

*11. 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.

*12. 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, signed by the Regent and Secretary of the Chapter represented.

ARTICLE V—MEETINGS (CONVENTIONS)—

*13. Section A. *Stated Meetings*.—Stated Conventions may be held on even alternate years with the National Grand Council Conventions.

*14. Section B. *Time and Place for Meetings*.—The time and place of meeting shall be decided by the Executive Committee of the Province. (See Constitution, Art. XIX, Sec. 5.)

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

ARTICLE VI—STANDING COMMITTEES—

*16. 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.

*17. 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.

*18. Section C. *Duties*.—The duties of these Committees shall be such as are comparable to the functioning of similar Committees of the Grand Council. (See Constitution, Art. XVIII.)

ARTICLE VII—FINANCES—

*19. Province expenses shall be paid by assessing each component Chapter of the Province according to the numerical strength of the Chapter. (See Constitution, Art. XIX, Sec. 6.)

ARTICLE VIII—ORDER OF BUSINESS—

*20. The order of business shall be the same as described in Art. VII of the Model Set of By-Laws for Chapters of the Kappa Psi Pharmaceutical Fraternity.

ARTICLE IX—AMENDMENTS—

*21. These shall be controlled according to the provision of Art. XII of the Model Set of By-Laws for Chapters of Kappa Psi Pharmaceutical Fraternity.

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Order of Business, *20.

Place of Meeting, *14.
Province, *3.
Proxies, *12.
Publicity Committee, *16.

Qualifications for Officers, *6.
Quorum, *15.

Removal from Office, *8.
Representation at Assembly (Convention), *9 to *12.

Satrap, *4.
Scholarship Committee, *16.
Secretary (and Assistants), *4, *11.
Standing Committees, *16.

Time of Meetings, *14.
Title of Province, *1.
Treasurer (and Assistants), *4.

Vice Satrap, *4.

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 de- cision <i>in re</i> indecorum	1	a	†	A	a	II	y
Motion to appeal from Speaker's de- cision 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 in- decorum	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 ques- tion	1	a	*	B	a	II	z
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 dis- cussed	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
Questions of precedence of questions ..	5	6	7	8	9	10	12
Forms in which questions may be put	13 14 15 16 17 18 19						

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.