CONSTITUTION OF THE DELTA CHAPTER OF KAPPA THETA PI

Revised September 20th, 2026 (Probation Update)

~ PREAMBLE ~ **5**

~ ARTICLE I: IDENTITY ~ **5**
SECTION A: NAME 5
SECTION B: LETTERS 5
SECTION C: COLORS 5
SECTION D: PURPOSE 5
~ ARTICLE II: MEMBERSHIP ~ **6**
SECTION A: MEMBERSHIP 6
SECTION B: ELIGIBILITY 6
SECTION C: RECRUITMENT 6
SECTION D: NEW MEMBER PROCESS 6
SECTION E: ACTIVE MEMBERSHIP 7
SECTION F: ALUMNI 8
SECTION G: GRADUATE STUDENTS 9
SECTION H: CRITERIA FOR MEMBERSHIP 9
SECTION I: INACTIVE MEMBERSHIP 9
~ ARTICLE III: REQUIREMENTS ~ **10**
SECTION A: KNOWLEDGE 10
SECTION B: SERVICE 10
SECTION C: ATTENDANCE 10
~ ARTICLE IV: FINANCES ~ **11**
SECTION A: DUES 11
SECTION B: FINANCIAL AGREEMENTS 11
~ ARTICLE V: OFFICERS ~ **12**
SECTION A: PURPOSE 12
SECTION B: MANAGEMENT 12
SECTION C: ROLES AND RESPONSIBILITIES 12
SECTION D: VACANCIES 17
SECTION E: ACCOUNTABILITY 17
SECTION F: QUALIFICATIONS 17
SECTION G: GROUNDS FOR REMOVAL OF OFFICERS 17
SECTION H: PROCEDURE FOR REMOVAL OF OFFICERS 18
~ ARTICLE VI: ELECTIONS ~ **18**
SECTION A: TIMING OF ELECTIONS 18
SECTION B: NOMINATIONS 18
SECTION C: NOTIFICATION OF ELECTIONS 19
SECTION D: ELECTION PROCEDURES 19
~ ARTICLE VII: JUDICIAL SYSTEM ~ **20**

SECTION A: THE JUDICIAL BOARD 20
SECTION B: TERMS OF OFFICE 20
SECTION C: RESPONSIBILITIES 20
SECTION D: PROCESS 20
~ ARTICLE VIII: PROBATION ~ 21
SECTION A: GROUNDS FOR FIRST TIER PROBATION 21
SECTION B: FIRST TIER MEETING 22
SECTION C: CLEARING FIRST TIER PROBATION 22
SECTION D: RESTRICTIONS WHILE ON PROBATION 22
SECTION E: GROUNDS FOR SECOND TIER PROBATION 23
SECTION F: SECOND TIER PROCEDURE 23
SECTION G: REFERRAL UNDER ARTICLE XVI 23
~ ARTICLE IX: MEMBER REMOVAL PROCESS ~ 24
SECTION A: GROUNDS FOR MEMBER REMOVAL 24
SECTION B: PROCEDURE FOR MEMBER REMOVAL 24
SECTION C: PROCEDURE FOR REMOVED MEMBERS 24
~ ARTICLE X: ADVISORS ~ 25
SECTION A: SELECTION OF ADVISORS 25
SECTION B: QUALIFICATIONS 25
SECTION C: TERMS OF OFFICE 25
SECTION D: DUTIES 25
~ ARTICLE XI: CONSTITUTIONAL CHANGES ~ 25
SECTION A: AMENDMENTS 26
SECTION B: REVIEW 26
~ ARTICLE XII: NOT-FOR-PROFIT STATEMENT ~ 26
SECTION A: STATEMENT 26
~ ARTICLE XIII: STATEMENT OF NON-DISCRIMINATION ~ 27
SECTION A: STATEMENT 27
~ ARTICLE XIV: STATEMENT OF NON-HAZING ~ 27
SECTION A: STATEMENT 27
~ ARTICLE XV: STATEMENT OF COMPLIANCE WITH CAMPUS REGULATIONS ~ 27
SECTION A: STATEMENT 27
~ ARTICLE XVI: MEMBER EXPECTATIONS AND REMOVALS ~ 28
SECTION A: PURPOSE 28
SECTION B: GROUNDS FOR DENIAL OR REVOCATION OF MEMBERSHIP 28
SECTION C: EVIDENTIARY STANDARD 28
SECTION D: DUE PROCESS PROCEDURE 29

SECTION E: INTERIM MEMBERSHIP ACTION 30
SECTION F: REINSTATEMENT 30

~ PREAMBLE ~

We, the active members of Kappa Theta Pi Professional Technology Fraternity at Syracuse University, do hereby establish this Constitution in order that our purpose, functions, and progression be realized to its fullest extent.

~ ARTICLE I: IDENTITY ~

SECTION A: NAME

The name of this professional fraternity shall be "Kappa Theta Pi, Delta Chapter"; henceforth referred to as "Kappa Theta Pi" or "KTP." The Kappa, Theta, and Pi member classes will be skipped out of respect for the letters of the organization.

SECTION B: LETTERS

The Greek letters of this professional fraternity shall be ΚΘΠ, which signifies "love for technology."

SECTION C: COLORS

The colors of this professional fraternity shall be #458FFF and #19FF19.

SECTION D: PURPOSE

1. Build an active community of students with a shared interest in technology.
2. Sponsor events and activities aimed toward intellectual, social, and professional development
3. Provide resources to members in regards to internships, career opportunities, and graduate degree programs.
4. Foster relationships among students, alumni, faculty members, the local community, and corporations.
5. Provide philanthropy to the local community of Syracuse.
6. Maintain a lifelong cooperation and friendship among the members of this fraternity and its alumni.
7. Foster an inclusive and supportive culture within the iSchool and Syracuse technology community.

~ ARTICLE II: MEMBERSHIP ~

SECTION A: MEMBERSHIP

Membership of this student organization shall be chosen without discrimination. Discrimination based on race, religion, color, national origin, sex, gender identity, gender expression, age, citizenship status, disability, veteran status, sexual orientation, sexual identity, or sexual expression is strictly prohibited.

SECTION B: ELIGIBILITY

Any student currently enrolled at Syracuse University with 2.5 GPA or above and exhibits a passion for technology, is eligible for membership after completing the necessary components of the recruitment process and being selected by the current membership. If GPA is below a 3.0 the student must write a letter of intention agreeing to partake in mandatory study hours. The student will also have the opportunity to meet with an Executive Board member and Faculty Advisor to discuss academics. To be eligible for rush individuals must have completed a minimum of 12 credits.

SECTION C: RECRUITMENT

1. At the beginning of the fall and spring semesters, a membership committee, selected by the Director of Membership, will hold the task of arranging and advertising recruitment events for potential members. This includes, but is not limited to, informational sessions, social gatherings, and professional development workshops.
2. Any student currently enrolled at Syracuse University may participate in the hosted recruitment events if interested in becoming an active member.
3. An attendance record for potential members will be kept to aid in the later membership decision by the chapter.

SECTION D: NEW MEMBER PROCESS

1. In order to receive a bid, students must attend a formal interview with at least two members.
2. After the interview and recruitment events, deliberation will occur in which attendance,

passion, and personality will be judged.

3. Once decided upon by receiving a ⅔ majority vote, the membership will contact all persons receiving a bid. Those persons will officially become Potential New Members (PNMs) to Kappa Theta Pi.
    a. If amount of those receiving ⅔ majority 'in' votes exceeds the member class maximum, a deadlock revote will take place in which all eligible names will be voted on again. The maximum amount of brothers will be taken based on the ranking by percentage of 'in' votes over "in" votes plus "out" votes.
4. PNMs will be required to participate in events and on-boarding requirements decided by the membership. Inability to attend events should be discussed with the Vice President. Failure to comply with these standards may result in the revoking one's bid.
5. "Big" and "Little" pairings will be decided five weeks after the PNMs are given bids.
6. The following week, Bigs and Littles will be unveiled and selected PNMs will become active members.
7. An attendance record for PNMs will be kept. At the end of the recruitment process, the current membership will decide which PNMs will become full-time members.
8. An initiation event will take place during the sixth or seventh week of the New Membership Process.

SECTION E: ACTIVE MEMBERSHIP

1. Active members must meet assessment requirements.
2. Active members must be currently enrolled students at Syracuse University.
3. Active members must maintain a 3.0 GPA. Members of KTP with a cumulative GPA under 3.0 will be placed on First Tier Probation under Article VIII and will be required to attend KTP sponsored study halls until the GPA returns to a 3.0 or above.
4. KTP Brotherhood Requirements
    a. This is a time commitment that you signed up for when you rushed KTP. There are many people who do not attend the required events they have to, and they don't submit their hours.
    b. If a member is not completing most of their requirements for the semester – they will be counted as inactive for the semester.
        i. Will allow leniency if majority of the requirements are done or if they have a

valid reason for not having completed their requirements (prior notice preferred).

1. Ex – if they are missing an 1-2 hours of CS or missing 1 pro dev. Allow them to make it up next semester

c. If they repeat the same thing the following semester of not completing a majority their requirements the matter shall be referred to the Executive Board for review under Article XVI, and membership may be revoked only through the process set forth in that Article.

5. KTP Senior Amendment
    a. Seniors in the past have the tendency to go inactive in the Fall Semester and come back in the spring.
    b. Seniors may no longer request inactivity status without providing a valid reason for going inactive.
        i. Must write a statement and provide proof of reasoning to take inactive status as senior.
            1. This would be reviewed by e-board and parliamentarian - then decided if it is valid reasoning or not.
                a. Valid reason – senior granted inactivity status for fall and can return in the spring.
                b. Not valid reason – senior must stay active and fulfil their requirements.
                    i. If a senior does not fulfill their requirements, they will not reap the benefits of a senior.
                        1. Getting stole for graduation
                        2. No speeches

SECTION F: ALUMNI

1. Alumni are classified as former students who were successfully initiated into active membership and graduated from Syracuse University.
2. A send-off event will take place at the end of each semester, and each graduating active member, not on probation, will become an alumni member.
3. Alumni members, if granted permission, have the privilege of attending any events hosted by

this fraternity.

4. An annual newsletter will be sent to alumni members, highlighting the year's successes, changes to the fraternity, and direction for the future.
5. Honorary member status will be granted to those that are deemed worthy by the current membership, based upon their contributions and support of the fraternity.

SECTION G: GRADUATE STUDENTS

Students who have previously graduated from their undergraduate programs as members of Kappa Theta Pi in good standing, and remain on campus to pursue post-graduate degrees, shall have the opportunity to remain active members if they desire to do so. If a member elects to participate in this way, they will be entitled to all privileges and charged with all responsibilities required of active members, with the exception of being able to run for the positions of President and Vice President.

SECTION H: CRITERIA FOR MEMBERSHIP

Members must follow all rules and regulations given by this Constitution, Syracuse University's Code of Conduct, and by the National Board (The National Organization of KTP). If members do not follow all rules and regulations laid forth, they may be brought up for probation or removal.

SECTION I: INACTIVE MEMBERSHIP

If a member wishes to receive inactive status, exempting them from membership requirements, they must meet and complete the following criteria:

1. One Semester Maximum of Inactivity: After being inactive for 1 semester, a member must either return to active status or disaffiliate.
2. Half of Dues Deposit: A member wishing to go inactive must pay a deposit to the Treasurer which will be returned to their dues during their next active semester. If the member does not return to active status, the deposit will be lost.
3. >200 Word Application: An application explaining one's reasoning and justification for inactivity must be submitted to and approved by the E-Board & President.

After the inactive period, the member will return to full active status with all the privileges and requirements of membership.

~ ARTICLE III: REQUIREMENTS ~

SECTION A: KNOWLEDGE

1. Active members shall be able to name, draw, and explain the significance of the letters and the official fraternity colors' hex codes.
2. Active members shall be able to name and identify the date and location of the foundation, founding class, and current Executive Board.

SECTION B: SERVICE

1. In order to maintain a reputation of philanthropy, Kappa Theta Pi shall be actively involved in giving back to the university and the larger community as a whole.
2. Community service opportunities will be determined by the community service chair.
3. The Executive Board shall set the required number of community service hours, professional development credits, and DEI credits at the start of each semester, and shall publish those requirements to the membership. Community service hours may include hours at events not sponsored by KTP as long as the event is approved by the chair.
4. Any member who fails to meet the requirements set by the Executive Board for a given semester shall be placed on First Tier Probation under Article VIII, Section A.
5. Seniors in their last semester will have relaxed requirements. They must complete 5 community service hours, 1 professional development event, and 1 DEI event. This applies only to seniors who have completed all of their requirements in each semester prior

SECTION C: ATTENDANCE

1. A quorum and chapter shall be established when greater than 50% of the membership is in attendance together.
2. Attendance at chapter meetings, professional development workshops, community service events, and social activities shall be logged by the Secretary.
3. All active members are required to attend weekly chapter meetings and any events the current Executive Board determines to be mandatory.
4. If a member cannot attend a mandatory event, they must fill out the relevant excuse form if one exists or contact the Secretary or event organizer with the reason for absence, 24 hours in advance to receive an excused absence. If the member does not notify the Secretary, or the absence is deemed unexcused, the member must pay a $10 fine.
5. Any member who accumulates two or more unexcused absences for a given semester shall be

placed on First Tier Probation under Article VIII, Section A.

6. If a member has an emergency that comes up past the 24 hour threshold and is unable to attend chapter, the member must contact the Secretary--who will deem the absence excused or unexcused.
7. Each and every chapter event will follow Robert's Rules of Order, which will be taught by the Parliamentarian once a semester.

~ ARTICLE IV: FINANCES ~

SECTION A: DUES

All members are required to pay the dues set forth by the Executive Board at the end of each year and voted upon by chapter with two-thirds agreement. These documents must always be available to members to view and members must sign a financial agreement **(SECTION B)** at the beginning of each year, unless they have unique circumstances.

The Treasurer will be in charge of collecting and managing these dues, as well as the financial agreements.

The funds collected shall be used for philanthropy, chapter meetings, funding social events, paying fees, and any other expenditure for the fraternity. The payments will be collected by the Treasurer and deposited into the official bank account. All monetary charges shall be in United States Funds. Any additional fees may be assessed by a majority vote of members at any time.

Any member who does not pay dues by the date determined by the current Treasurer shall be placed on Second Tier Probation under Article VIII, Section E.

SECTION B: FINANCIAL AGREEMENTS

All members must sign a financial agreement at the beginning of each year, which states that they agree to pay all dues and membership fees set forth by chapter. Members abroad or not active during a given semester are not required to pay the fee for that semester.

~ ARTICLE V: OFFICERS ~

SECTION A: PURPOSE

The main function of the Executive Board is to run the day-to-day business of the fraternity and to determine disciplinary actions, including fines that are pertaining to the fraternity.

SECTION B: MANAGEMENT

1. The Executive Board shall schedule events.
2. Special meetings may be called by the President or any two members of the Executive Board by giving 48-hours-notice to all active members, unless circumstances deem otherwise.
3. There will be an Executive Board meeting, if deemed necessary, by the President or any two members of the Executive Board.

SECTION C: ROLES AND RESPONSIBILITIES

<u>Executive Board</u>

President

1. Act as a leader and representative of the Delta chapter of Kappa Theta Pi
2. Call all meetings to order and preside over them
3. Manage communications between Kappa Theta Pi and all administrative and outside offices (FASA)
4. Approve all outgoing correspondence
5. Call special meetings
6. Ensure that the executive officers of the fraternity discharge their duties faithfully, impartially, accurately, and promptly
7. Rule on points of order

Vice President

1. Assume the duties of the President in their absence
2. Assist the President in the performance of their duties

3. Manage communications between the Executive Board and the active members of the fraternity
4. Act as the representative of the membership at the direction of the President on all official matters
5. Ensure the membership is not putting the fraternity at risk
6. Ensure that the chair officers of the fraternity discharge their duties faithfully, impartially, accurately, and promptly

Treasurer

1. Keep accurate records and control of the fraternity's finances
2. Fulfill all regulations and requirements concerning the obligation of the treasurer of an organization
3. Give financial reports when asked by any current member during chapter
4. Assure that proper authorization is received before releasing any funds
5. Collect dues and any other fees (fines) collected by the fraternity
6. Keep an accurate record of members who have paid dues
7. Work with members who request accessible payment plans for paying dues and fines
8. Set the terms of any such plan, including its length and the size and timing of payments. A payment plan the Treasurer has agreed to satisfies Article VIII, Section C(4) and Section E(1) for as long as the member remains current on it
9. Create a financial plan along with the rest of the executive board at the beginning of each semester

Director of Technology

1. Responsible for managing all web-based material for the fraternity
2. Maintain and administer a comprehensive website for the fraternity
3. Keep a database of all fraternity information
4. Responsible for coordinating workshops and events to improve the fraternity's understanding of technology

Director of Engagement

1. Responsible for coordinating social events to promote bonding and team-building within the fraternity
2. Manage an active calendar for fraternity-related events

3. Responsible for all outgoing correspondence related to social events with outside organizations and businesses

Director of Professional Development

1. Responsible for coordinating professional development events to promote and maintain professional relationships with alumni members, university faculty, the local community, and corporations
2. Coordinate events with special guests and speakers
3. Build relationships with career counselors and sponsor iSchool career events
4. Be a resource for members when it comes to personal professional development

Director of Membership

1. Manage fraternity advertising at the beginning of fall and spring semesters
2. Coordinate fall and spring recruitment events
3. Oversee new member process and ensure all new members are comfortably welcomed into Kappa Theta Pi

Director of Public Relations

1. Oversee the public image of the fraternity
2. Responsible for developing merchandise for the membership
3. Responsible for advertising public events on social media
4. Oversee the social media
5. Responsible for advertising materials for recruitment

Secretary

1. Responsible for taking attendance at all chapter events
2. Record and submit chapter notes to the brotherhood

<u>Chair Positions</u>

Parliamentarian

1. Responsible for running all elections and voting processes according to the constitution and Robert's Rules of Order
2. Enforce all constitutional rules and educate members on constitution

3. Maintain knowledge of the constitution and by-laws

DEI

1. Increase chapter diversity
2. Be a voice for the membership, to hear and voice any complaints and to deal with them in a professional manner
3. Responsible for organizing events and materials that promote diversity both within organizations and technology

Philanthropy

1. Responsible for organizing a fundraising event for the fraternity
2. Build relationships with community organizations that will benefit from our community service and donations

Community Service

1. Responsible for coordinating and promoting community service opportunities to the membership
2. Keep track of members' community service hours, professional development credits, and DEI credits to ensure all members meet the requirements set by the Executive Board each semester
3. Should coordinate with the fundraising chair and treasurer to pay donations and raise money for community organizations

Web Developer

1. Responsible for updating and maintaining the official website with current members, rush information, and pictures

Tech Educator

1. Develop lessons related to technology to present to members during chapter meetings
2. Provide members with resources and activities to further education in technology

Brotherhood

1. Organize social events that are meant to build camaraderie amongst chapter members
2. Primary coordinator for inter-fraternity communications and events

Sunshine

1. Develop brotherhood bonding and engagement by organizing activities and reaching out to brothers

Scholarship

1. Encourage scholastic achievement among members of the fraternity
2. Collect members transcripts at the beginning of each semester
3. Responsible for running a required study hall for those members whose GPA falls below the chapter requirement of 3.0, and for approving academic plans submitted under Article VIII, Section F

Alumni Relations

1. Maintain a record of all Kappa Theta Pi Alumni and their contact information
2. Increase communication with alumni and plan events with alumni

New Member Educator

1. Act as the primary organizer and educator of the new member process
2. Responsible for onboarding new members with the Fraternity and its processes
3. Should be competent in all chapter processes, aware of health & safety requirements, and educational curriculum
4. Responsible for administering assessment tests, to check for knowledge of founding information and letters
5. Chosen by the Director of Membership based on application to ensure the best face for bringing new members into the fraternity

Social Media

1. Responsible for posting on the official social media accounts with new information and upcoming events
2. Should ensure that recruitment events are posted on the fraternity's social media

Content Creator (x2)

1. Responsible for designing and creating promotional materials for upcoming events including recruitment

Historian

1. Maintain the historical content of the fraternity in the Google Drive
2. Manage all fraternity photos from events and ensure pictures are taken at each event

Blogger

1. Create content for Kappa Theta Pi members (ex. blog posts, podcasts)
2. Promote member engagement
3. Create content about Kappa Theta Pi or technology related topics

SECTION D: VACANCIES

1. If a vacancy occurs for the position of President, the Vice-President shall automatically assume the powers and duties of the President.
2. If the Vice-President declines the position of President or the position of Vice-President is vacant, a special meeting of the fraternity shall be called immediately by the Executive Board to elect a new Vice/President.
3. If a member of the Executive Board is removed or resigns, the vacancy shall be filled at the next scheduled chapter meeting by a nomination by the Executive Board and a ballot vote by all members.

SECTION E: ACCOUNTABILITY

All Executive Board actions are subject to review and revision provided there is a majority quorum in disagreement.

SECTION F: QUALIFICATIONS

Any member who has completed a full semester of membership and fulfills all membership requirements may run for an executive board position.

SECTION G: GROUNDS FOR REMOVAL OF OFFICERS

An officer can be removed from office on any of the following grounds:

1. Failure to fulfill the duties of their office.
2. Detrimental interference of the purposes of the organization.

3. Violations of the Constitution or bylaws of the organization or the University.

SECTION H: PROCEDURE FOR REMOVAL OF OFFICERS

1. To remove an officer, a chapter member must submit a petition for impeachment to the Judicial Board. A hearing regarding this petition must be held at most two weeks after the petition is submitted. The officer in question must be informed of this hearing to give them a chance to prepare a defense. If the officer who is subject to petition for impeachment is a judicial board member the remaining two judicial officers will elect a substitute judicial officer.
2. At the impeachment hearing, the member submitting the impeachment petition must present complaints and/or evidence as to why the officer should be removed.
3. The officer in question will be given an opportunity to argue a defense and offer counter evidence.
4. Two of the three judges need to vote in favor of impeachment for the officer to be impeached.

~ ARTICLE VI: ELECTIONS ~

Elections to membership shall be open to those that are nominated or nominate themselves.

Candidates may run for any position on the Executive Board, but shall have one full semester of active membership in Kappa Theta Pi prior to the date of the election. All officers and candidates shall meet all requirements.

SECTION A: TIMING OF ELECTIONS

Elections for the executive board will be held yearly and will take place during the last two chapters of the spring semester. Elections for Chairs will be held semesterly and take place at the last two chapters of each semester.

SECTION B: NOMINATIONS

The Executive Board elected candidates shall be nominated and elected by the active members during the second to last week of the spring semester.

The nominated candidates will have one week to prepare a two minute speech to be given on the day of elections (last chapter).

If two or more active members object to a potential member, it will be brought up at a special meeting. The members who object will state their objections and another round of votes by open ballot will take place. In order for the objection to be overruled, a majority vote of the total active membership in favor of keeping the potential member is required.

SECTION C: NOTIFICATION OF ELECTIONS

The President must give at least two weeks' notice to the fraternity members when an election is to be held except in special cases, such as a vacated office. In those special cases, the President must give notice to the fraternity as soon as the circumstance arises. If the President is the one leaving office, then the Vice President will make the announcement. This announcement must occur via email.

A week before the Executive Board meeting prior to elections, the President must compile all nominations and send this to chapter. After the Executive Board meeting prior to elections, the President must send the slate to chapter.

SECTION D: ELECTION PROCEDURES

In order to be eligible to vote in Executive Board and Chair elections, members must attend at least 50% of weekly chapter meetings prior to the voting chapter in question.

All absentee ballots will be produced in writing and presented to the Parliamentarian before the start of said meeting. All absentee ballots will contain the motion or point of business in discussion, definite confirmation of the member's preference, and the signature of the designated voter.

A majority of the members shall be necessary to attain an office. If a majority is not reached, the candidate receiving the lowest number of votes cast is dropped from the ballot and a re-vote is taken of the remaining candidates until a majority is received. A petition of 25% of the total active members shall be necessary to raise the question of removing an officer brought before the next chapter meeting. A majority vote of all active members is required to remove an officer from his/her office. At the meeting following the reading of the charges, the impeachment issue shall be discussed and voted upon.

In the absence of the President, the Vice President may call the meeting to order and preside.

~ ARTICLE VII: JUDICIAL SYSTEM ~

SECTION A: THE JUDICIAL BOARD

The Judicial Board shall consist of three members, each hailing from specific positions: The Parliamentarian, the Sunshine Chair and the Vice President.

SECTION B: TERMS OF OFFICE

Each Judge will preside for the duration of their active officer position.

SECTION C: RESPONSIBILITIES

The Judicial Board is responsible for the following several actions:

1. Review and uphold the Constitution and standards of the Delta Chapter
2. Review proposed amendments by members
3. Hear and review impeachment cases
4. Probation reviews

SECTION D: PROCESS

The Judicial Board will hear cases no matter the severity of charge brought up. Each judge will listen to both parties and discuss the situation amongst one another. Rulings will come from a two-thirds majority vote by the judges (Two of the three judges in agreement). Once a decision has been made, a written appeal may occur within one week of the decision if a party doesn't agree and provides more evidence. The Judges will then decide if their appeal is reasonable to investigate or not. The Judicial Board does not hear matters involving probation, except in cases of a probation review, under Article VIII, or the denial, suspension, or revocation of membership. Those matters are decided by the Executive Board under Article XVI, and appeals from those decisions are submitted to the Executive Director of Student Engagement or designee as provided in Article XVI, Section D.

In regards to impeachment processes, the Judicial Board will only approve of impeachment hearings. After impeachment has been approved, the entire membership will discuss and vote on removal of the officer.

No judge shall sit on a matter in which they are personally involved. A judge shall recuse themselves

where they are the petitioner, where they are the officer or member whose conduct or status is at issue, or where they took part in the Executive Board decision under appeal. Where a judge is recused, the remaining judges shall appoint a replacement for that matter only, drawn from the chair officers and excluding any member of the Executive Board. A ruling still requires two of the three judges sitting on the matter to be in agreement.

~ ARTICLE VIII: PROBATION ~

Probation is a disciplinary status addressing unmet membership obligations: semester requirements, academic standing, attendance, and unpaid financial obligations. It carries the sanctions set forth in Section D of this Article. Probation rests on the chapter's own records, and involves no finding of misconduct and no fact-finding beyond those records. Allegations of misconduct are handled exclusively under Article XVI and are not grounds for probation under this Article. Probation does not itself remove, suspend, or revoke membership. Probation is administered solely by the Executive Board, and the Judicial Board has no jurisdiction over its placement, administration, or lifting. Probation consists of two tiers. A member who fails to clear probation before graduation, regardless of tier, shall not become an alumni member of Kappa Theta Pi.

SECTION A: GROUNDS FOR FIRST TIER PROBATION

A member shall be placed on First Tier Probation upon any of the following:

1. **Unmet semester requirements**. Failure to complete the community service hours, professional development credits, or DEI credits required by the Executive Board for that semester. Probation attaches at the close of the semester in which the requirement went unmet.
2. **Academic standing**. A cumulative GPA below 3.0 at the close of a semester. This ground applies beginning at the close of a member's second semester of active membership. A member admitted under Article II, Section B with a cumulative GPA below 3.0 shall not be placed on probation on this ground at the close of the semester in which they were initiated; during that semester they shall instead complete the study hours committed to in their letter of intention under Article II, Section B.
3. **Attendance**. Two or more unexcused absences from weekly chapter meetings or from events designated mandatory by the Executive Board within a single semester.

4. **Unpaid fines**. Failure to pay an assessed fine within thirty (30) days of receiving notice of the fine, or by the last day of the semester in which the fine was issued, whichever comes first.

SECTION B: FIRST TIER MEETING

Written notice of probation shall be issued by the Secretary, who shall record the date it was sent. The notice must identify the specific deficiency, state what the member must do to clear it, and record the date the applicable cure period begins. A member placed on First Tier Probation reserves the right to schedule a meeting with Eboard, in which 3 Eboard members are required to attend, within (7) days of that written notice.

SECTION C: CLEARING FIRST TIER PROBATION

First Tier Probation lifts when the member completes the cure applicable to the grounds for which they were placed on probation:

1. **Requirements**. The member must complete the amount by which they fell short in the prior semester, in each deficient category. Probation lifts upon completion of that deficit alone; the member's requirements for the current semester are not part of the cure and remain due on their own terms under Article III. The deficit must be cleared by the close of the semester in which probation was imposed. A member who has not cleared it by that date shall be placed on Second Tier Probation at the start of the following semester.
2. **Academic standing**. The member must attend all study halls required under Article II, Section E and return to a cumulative GPA of 3.0 or above at the next posting of grades. Probation lifts upon that posting.
3. **Attendance**. Over the thirty (30) days following the First Tier meeting, the member must attend all chapter meetings and mandatory events or submit an excuse for each in accordance with Article III, Section C. Any unexcused absence during this thirty-day period moves the member immediately to Second Tier Probation. If the member maintains the required record through the full thirty days, probation lifts.
4. **Fines**. The member has thirty (30) days from the date of the First Tier meeting to pay all outstanding fines. Probation lifts upon payment. A member who has entered a payment plan under Article V, Section C and remains current on it is not in violation of this paragraph.

A member placed on probation on more than one ground must satisfy the cure for each before probation lifts.

SECTION D: RESTRICTIONS WHILE ON PROBATION

A member on First or Second Tier Probation may not attend non-mandatory brotherhood or social events until their probationary status is lifted. This restriction does not apply to any event the

Executive Board has designated mandatory, to chapter meetings, or to events at which the member may earn community service, professional development, or DEI credit. All other membership requirements continue to apply during probation.

SECTION E: GROUNDS FOR SECOND TIER PROBATION

A member shall be placed on Second Tier Probation upon any of the following:

1. **Unpaid dues**. Failure to pay dues by the date determined by the current Treasurer places a member directly on Second Tier Probation without passing through First Tier. A member who has entered a payment plan under Article V, Section C and remains current on it is not in violation of this paragraph.
2. **Failure to clear First Tier Probation within the applicable cure period**: thirty (30) days for fines or attendance, or the close of the semester for requirements and academic standing. A member who fails to clear a requirements deficit by the close of the semester is placed on Second Tier Probation at the start of the following semester.
3. An unexcused absence occurring during an attendance-based First Tier probation period, under Section C(3).

SECTION F: SECOND TIER PROCEDURE

Upon placement on Second Tier Probation, the Secretary shall provide the member written notice. The notice must state the specific grounds for the probationary status, the date of notice, and the meeting the member is required to attend under this Section.

Placement on Second Tier Probation triggers a meeting of the full Executive Board, to be held within seven (7) days of that notice. Where the sole ground is unpaid dues, a meeting with the Treasurer satisfies this requirement. For purposes of this Section, the full Executive Board means all current Executive Board members, excepting any member who cannot attend within seven (7) days due to illness, injury, or comparable circumstance. A vacant office does not count against attendance.

The member shall have fifteen (15) days from the date of the meeting required by this Section to resolve the outstanding deficiency, whether unmet requirements, attendance, unpaid fines, or unpaid dues. Second Tier Probation lifts upon resolution. Second Tier Probation supersedes any existing First Tier Probation without erasing it; where grounds for First Tier Probation remain unresolved when Second Tier Probation lifts, the member returns to First Tier Probation as to those grounds.

For academic standing, where a fifteen-day cure is not possible, the member must instead attend all required study halls and submit an academic plan approved by the Scholarship Chair within fifteen

(15) days. Probation lifts when the member returns to a 3.0 cumulative GPA at the next posting of grades.

SECTION G: REFERRAL UNDER ARTICLE XVI

If the member does not resolve the deficiency within the fifteen (15) day period, the matter shall be referred to the Executive Board for review under Article XVI. This Section applies to probation imposed on the ground of academic standing only as follows. Where the ground is academic standing, the fifteen (15) day period applies solely to the member's obligation under Section F to attend all required study halls and submit an academic plan approved by the Scholarship Chair. A member who meets that obligation and remains in compliance with the approved plan shall not be referred under this Section, regardless of how long their cumulative GPA remains below 3.0. Referral on the ground of academic standing may occur only where the member fails to submit an approved academic plan within fifteen (15) days or fails to comply with the plan once approved. No member may be removed, suspended, or otherwise restricted in membership except through the process set forth in Article XVI, Section D, beginning with consultation with the chapter's Student Engagement consultant. Referral under this Section is not itself a removal and creates no presumption as to outcome.

SECTION H: CONTEST OF PROBATIONARY STATUS

Should a member feel that their probationary status was unjustly assigned they reserve the right to request a probation review by Judicial Board. Proper judicial review procedure is as follows: A written notice or request for review must be submitted to the Vice President. The request for review must include the original notice of probation and the requester's reason for requesting review. After the request is submitted, the Judicial Board has a 14 day period to review the claim, consult both the requester of review and the Executive Board, and to make an official decision.

~ ARTICLE IX: MEMBER REMOVAL PROCESS ~

SECTION A: GROUNDS FOR MEMBER REMOVAL

A member may be considered for removal from the fraternity only on the grounds set forth in Article XVI, Section B, and only for conduct connected to the fraternity's own meetings, events, programs, or activities. Conduct occurring in personal or social settings unrelated to the fraternity is not a basis for

removal under this Article. To remove a member from the fraternity is a serious act and should only be done in extreme cases. Probationary status should be considered first.

SECTION B: PROCEDURE FOR MEMBER REMOVAL

Removal, suspension, or any other restriction of membership shall follow the procedure set forth in Article XVI, Section D. That procedure includes the required consultation with the chapter's Student Engagement consultant before any other action is taken, written notice to the member, a minimum of five (5) business days for the member to respond, the opportunity to be heard, a two-thirds vote of the Executive Board applying the preponderance of the evidence standard, a written decision within five (5) business days, and the right of appeal.

No member may be removed from Kappa Theta Pi except through that process.

SECTION C: PROCEDURE FOR REMOVED MEMBERS

Members who have been removed from the fraternity must discontinue wearing all ΚΘΠ letters or paraphernalia and must hand them into the President immediately. They may no longer attend chapter meetings or fraternity functions which are exclusive to the organization. Their name will be struck from their Kappa Family tree and their littles passed onto their big. They may continue to attend events open to all of campus or the community. A removal takes effect upon issuance of the written decision under Article XVI, Section D. If that decision is reversed on appeal, or if the member is later reinstated under Article XVI, Section F, all rights and privileges of membership shall be restored.

~ ARTICLE X: ADVISORS ~

SECTION A: SELECTION OF ADVISORS

There will be two advisors selected, one faculty and one staff. The decision will be brought to vote before chapter. If the membership votes to accept the advisor, a member of the executive board will approach them to ask if they are willing to take on the responsibility.

SECTION B: QUALIFICATIONS

An advisor should meet all the qualifications expected of alumni membership.

SECTION C: TERMS OF OFFICE

The terms of office shall be from the time in which chapter votes and approves the advisor for the position until such a time as the advisor or the chapter deems the advisor no longer fit for the role.

SECTION D: DUTIES

An advisor is expected to be able to fulfill the following responsibilities:

- Attend as many chapter events as possible
- Attend a meeting with the executive board once per month
- Guide the chapter in all affairs and serve as a mentor to its members

---

~ ARTICLE XI: CONSTITUTIONAL CHANGES ~

SECTION A: AMENDMENTS

Any active member or members may amend this Constitution by authoring an amendment and submitting to a member of the Judicial Board. If the Judicial Board member finds the amendment reasonable, they will immediately notify the Parliamentarian to call a meeting to review the document. The Judicial Board will hear the author's or authors' explanation of the amendment. If the Judicial Board rejects the amendment for any reason, the Parliamentarian should notify the author or authors via email within twenty-four hours with a document containing reasons for rejection and other feedback. The member may re-propose the amendment once they have integrated any changes.

If the Judicial Board deems the amendment necessary and properly written, they will send it, as submitted, to the Secretary, a document containing their reasons for approval. The Secretary will then distribute the amendment to all active members of KTP via email. Members will have a minimum of seven days to review the amendment; the amendment will then be voted on during the next General Member meeting following the seven day review period.

At the general member meeting, if a quorum is established, there will be an opportunity for discussion on the amendment before . To approve the amendment, a minimum of two-thirds of the chapter must vote in favor of the amendment. If the amendment is not approved, the author or authors have one chance to revise the amendment and have it proposed later on in the same meeting. If it is not approved

again, the author or authors may choose to rewrite it, they will have to re-submit it to a member of the Judicial Board.

If approved, the Parliamentarian will add the amendment to this Constitution.

SECTION B: REVIEW
This Constitution should be reviewed and updated at the end of the term of the Judicial Board, even if no changes are made.

~ ARTICLE XII: NOT-FOR-PROFIT STATEMENT ~

SECTION A: STATEMENT
This is a not-for-profit organization.

~ ARTICLE XIII: STATEMENT OF NON-DISCRIMINATION ~

SECTION A: STATEMENT
The University does not discriminate and prohibits harassment or discrimination related to any protected category, including creed, ethnicity, citizenship, sexual orientation, national origin, sex, gender, pregnancy, reproductive health decisions, disability, marital status, political or social affiliation, age, race, color, veteran status, military status, religion, sexual orientation, domestic violence status, genetic information, gender identity, gender expression, or perceived gender.

~ ARTICLE XIV: STATEMENT OF NON-HAZING ~

SECTION A: STATEMENT

This organization will not conspire to engage in hazing, as defined by New York Penal Law 120.16 and New York Penal Law 120.17, or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student or person attending the institution.

~ ARTICLE XV: STATEMENT OF COMPLIANCE WITH CAMPUS REGULATIONS ~

SECTION A: STATEMENT

This organization shall comply with the Syracuse University Code of Student Conduct.

~ ARTICLE XVI: MEMBER EXPECTATIONS AND REMOVALS ~

SECTION A: PURPOSE

This Article establishes the grounds and procedures for denying, suspending, or revoking a student's membership based on conduct the organization can establish through its own knowledge — not through the University's separate and confidential Student Conduct process.

SECTION B: GROUNDS FOR DENIAL OR REVOCATION OF MEMBERSHIP

This Article applies specifically to conduct connected to the organization's own activities. Allegations concerning a member's conduct in settings unrelated to the organization – personal, social, or otherwise outside its meetings, events, or programs – are not a basis for action under this Article, regardless of whether a Student Conduct case exists, is pending, or has concluded.

Organizations and members are encouraged to use existing University resources to address violations of University guidelines and expectations, including the Student Conduct Code. Examples include issues that may threaten the health or safety of another member of the organization such as assault, violence, and/or harassment. Reports can be submitted to Community Standards using the Incident Report

Form. Concerns may also be reported to Residential Living staff (RA/RD) or to the Department of Public Safety by calling 315.443.2224.

Membership may be denied, suspended, or revoked if the Executive Board (or designated review committee) determines, through the process in Section D of this Article, that it is more likely than not that a member has violated the RSO Handbook, Student Engagement policies, or the organization's own constitution, bylaws, or code of conduct.

Members with concerns about conduct outside the organization's context should be referred to the appropriate University resource (e.g., Community Standards, Student Title IX Case Management, or the Department of Public Safety).

SECTION C: EVIDENTIARY STANDARD

Any determination under Section B shall be made using the preponderance of the evidence ("more likely than not") standard. In reaching its decision, the Executive Board (or designated review committee) may consider all relevant information presented and will evaluate the credibility, reliability, and weight of that information. No determination shall be based solely on rumor or unsupported speculation.

SECTION D: DUE PROCESS PROCEDURE

Before a member is removed, suspended, or otherwise restricted in membership under this Article, the following steps must be completed in order:

1. Consultation with Student Engagement. Before taking any other action, the Executive Board must meet with its assigned Student Engagement consultant to review the concerns, the information available, the proposed organizational response, and the appropriate process.

2. Written Notice to the Member. The member will receive written notice describing the specific conduct at issue, the policy, constitutional provision, or bylaw allegedly violated, the possible outcomes if the allegation is substantiated, and the procedures that will be followed. The notice shall also inform the member of their opportunity to respond, present relevant information, and participate in the review process before a final decision is made.

3. Time to Respond. The member will have no fewer than five (5) business days from receipt of written notice to review the allegations, prepare a response, and provide any relevant information before the Membership Review Meeting.

4. Opportunity to Be Heard. The member may appear before the board/committee, present their account and any information or witnesses, and bring one advisor or support person

(non-speaking role, unless the board permits otherwise).

5. Decision Standard. A decision requires a two-thirds vote, based on whether it is more likely than not that the conduct occurred, using only the information described in Section C.

6. Written Decision. The board shall provide the member with a written decision within five (5) business days of the Membership Review Meeting, stating the outcome and the reasoning for it.

7. Appeal. The member may submit a written appeal within five (5) business days of receiving the decision to the Executive Director of Student Engagement or designee. An appeal must state one or more of the following grounds:

(i) New information that was not reasonably available during the original review that could affect the outcome of the matter;

(ii) A procedural error that materially affected the outcome; or

(iii) The sanction imposed was inappropriate or disproportionate to the circumstances.

The appeal reviewer will determine whether the original decision should be upheld, modified, or remanded for further review. The appeal decision will be provided in writing to the member and the Executive Board (or designated review committee) within seven (7) business days.

SECTION E: INTERIM MEMBERSHIP ACTION

If the Executive Board reasonably believes that a member's continued participation in organization activities may disrupt the organization's operations, undermine member safety, or interfere with the Section D review process, the board may temporarily restrict the member's participation in organization activities while the review process is pending. Under these circumstances, the Executive Board will hold an expedited membership review meeting. The organization must consult with its Student Engagement consultant before imposing any interim membership restriction. If there is an immediate safety concern, the organization should contact the appropriate University resources, including the Department of Public Safety.

Once that consultation has occurred, the board — in conjunction with its consultant — will:

1. Notify the member within two (2) business days, including the basis for the restriction and the date of the expedited membership review meeting.
2. Hold an expedited membership review meeting within five (5) business days.

Any interim restriction of membership is limited to fourteen (14) calendar days unless extended through the full Section D process. The member may provide a response during the expedited membership review meeting. Any interim restriction shall remain in effect until the conclusion of the Section D process or until modified by the Executive Board.

SECTION F: REINSTATEMENT

A member removed under this Article may petition for reinstatement no earlier than one academic semester after the date of removal. A reinstatement request must include:

1. A written statement explaining why reinstatement is appropriate;
2. Information demonstrating that the circumstances or behaviors that led to removal have been addressed; and
3. A commitment to comply with the organization's constitution, bylaws, code of conduct, and membership expectations moving forward.

The Executive Board will review the reinstatement request in consultation with the organization's advisor and Student Engagement consultant. In reviewing a request, the Executive Board may consider the nature and severity of the original conduct, the member's acknowledgment of the impact of their actions, changed circumstances or behavior, and the potential impact of reinstatement on the organization and its members. The Executive Board will provide the member with a written decision within seven (7) business days of receiving the request.

A request for reinstatement may be denied if the Executive Board determines that the member has not demonstrated sufficient change, continues to present concerns regarding compliance with organizational expectations, or that reinstatement would negatively impact the organization's ability to operate effectively or maintain a respectful environment.

Decisions regarding reinstatement are final and are not subject to further appeal.