

Standing Rules of Delta Zeta Sorority
Pi Chi Chapter
Western Kentucky University
Revised: September 2025

Section I. Privileges and Duties of Members

A. Chapter members are required to participate in all ritual ceremonies, chapter meetings, Delta Zeta-sponsored philanthropy events, chapter retreats, and any other events deemed mandatory by the Executive Board and Executive Committee.

B. Active members and new members must be in good standing to attend Social Functions, Homecoming Events, Greek Week Events, Spring Sing, Shenanigans, or any additional event that may be considered extra and noted in their letter of sanctions. Any exceptions may be made by the Executive Board and Executive Committee with the approval of the CCD.

- Placement on social probation is at the discretion of the Executive Board, Executive Committee, MAC, and CCD. Placement on social probation will require a meeting with the President, VP of Admin, MAC, and CCD. A penalty would be determined at the discretion of the Executive Board, MAC, and CCD.

C. Active members and new members who are not in good standing are still highly encouraged to attend sisterhood events and all other chapter-sponsored programming.

D. Alumnae members are entitled to attend chapter meetings by invitation only and will remain the guest of the invitee.

E. Good standing means meeting all moral, financial, and academic obligations of membership.

F. The individual academic requirement for admission to the Sorority is set to the local Panhellenic's minimum GPA. Academic performance will continue to be monitored and supported by the Academic chairman throughout the individual's membership period.

G. In compliance with the Delta Zeta National policies, members must be involved in at least one club, organization, or extracurricular activity. This must be registered with the chapter Involvement Chair.

H. During Homecoming week, each member is required to complete a minimum number of hours at the Homecoming Site as determined by the current sitting Homecoming Chairs and the Executive Board and Executive Committee. The number of hours required at the Homecoming Site cannot exceed 20 hours

I. If a member on probation violates the terms of her probation (financial, social, *etc.*), the member will be sent to the Membership Accountability Chair (MAC), who will then assess the situation.

J. Any woman who wishes to be granted Affiliated Member status in the Pi Chi Chapter must do so through the procedures established by the National Council.

K. Any member of the Pi Chi Chapter wishing to receive Off-Campus Collegiate Status must do so through the procedures established by the National Council. To receive this status, a member must be in good standing and must be enrolled in an off-campus academic program that prevents her from actively participating in chapter meetings and activities due to geographical limitations. A qualifying off-campus academic program of study should be affiliated with the member's program of study and/or the university and should last less than one academic year. University verification is required. In compliance with the National Panhellenic Council's Memorandum of Understanding, the member will remain on the chapter's roster and be included in the calculation of the chapter total. At the completion of the program, the member shall assume full active chapter status. If she graduates, she may assume alumna status only if she is in good standing during the temporary absence. Women in this status shall pay the national dues, building fund, furnishing fund, and any additional amount prescribed by the chapter for the duration. Women in this status may not hold chapter offices, may not attend chapter meetings, may not have a voice or vote in chapter functions, and are not entitled to chapter social privileges.

L. Any woman who wishes to be excused from formal recruitment (including perfecting week) must provide proof of reason. This proof must be submitted by the agreed-upon date by the Vice President of Administration and the Vice President of Membership.

M. If it is revealed that a member lied about attendance from formal recruitment (including perfecting week), they will be sent to the Membership Accountability Chair.

Section II. Dues, Fees, and Fines

A. New Member Fee shall be \$105 and is due prior to taking part in the New Member Service.

B. Initiation Fee is \$130 and is due 21 days prior to the scheduled initiation date.

C. Monthly dues for initiated members shall be presented on the 1st of each month and will be due by the 10th of each month for the months of January through May and August through December. Dues for new members will be split into separate bills depending upon the time at which the new member received her bid.

D. All members, in-house and out-of-house, shall pay chapter dues per month billed by the Vice President of Finance via Billhighway. In-house members will also pay a rental fee each month.

E. All members shall pay an Administration Fee per month billed by the National Housing Corporation.

F. All members shall pay a Furnishing Fund Fee per month billed by National Housing Corporation.

G. All members shall pay a monthly Building Fund Fee to the National Housing Corporation.

H. A vote to enroll 100% of the chapter's membership in the current year's 1902 Loyalty Society will be taken by the last day of February. If passed, an additional charge of \$19.02 will be charged by March 1 to those members not already on the chapter's Loyalty Society roster.

I. Additional fees may be assessed by the Executive Board and Executive Committee and will be included in the monthly bill.

J. In accordance with the Delta Zeta National policies, fines will only be assessed in the event of property damage.

K. Refer to the Delta Zeta Sorority Policies Section 5, Letter B, Numbers 1-15.

Section III. Points System

A. There shall be a required points system in place to encourage chapter women to attend and participate in external events.

B. The points system is for events outside of those that are already required of chapter women.

C. The points system (involvement) shall be created by the Vice President of Programs, Vice President of Administration, the Chapter Involvement Chair, and approved by the Executive Board, Executive Committee, and CCD. The Vice President of Programs, Vice President of Administration, and Chapter Involvement Chair shall also be responsible for deciding what actions or events are worthy of points.

D. It shall be the responsibility of the Chapter Involvement Chair to log each member's accrued points each semester.

E. Each member in good academic standing shall be required to obtain 10 involvement points each semester, with a certain number of points in two categories: Greek community events and campus events.

F. The breakdown of Points is to be determined by the current Chapter Involvement Chair and the Executive Board and Executive Committee.

G. If a member fails to obtain 10 points with the correct amount in each category by the specified date at the end of each semester, she shall be placed on social probation. She will continue on social probation in the following semester until she completes her points from the previous semester.

Section IV. Elections

A. Officers shall be elected annually in November and installed prior to the end of the fall semester. The term of office shall be the spring and fall semesters.

B. Refer to the Delta Zeta Nominations and Elections manual. Refer to the *Constitution*, Article XII, Section 5.

C. Each class selects a slate of officers. The nominating committee interviews candidates for office and presents the slate of officers at least one week prior to elections. Those not slated for a position must submit their intent to run in writing at least 48 hours before elections to the nominating committee chairman in order to have her name on the ballot for that office. CCD must approve these letters of intent. The following positions shall be interviewed by the nominating committee:

All Executive Board and Executive Committee positions
Sisterhood Chair(s)

Social Chair(s)
Head of Invitations
Formal Chair
Membership Accountability Chair
Greek Week Chair(s)
Homecoming Chair(s)
Public Relations Chair
Dance Chair(s)

D. Officer elections are by written or electronic ballot.

E. No member shall be elected or appointed to an office unless she meets the requirements for good standing.

F. A member can hold no more than 3 positions in the chapter, whether they be elected or appointed, at any given time.

Section V. Housing

A. Beginning in the Spring of 2024 and each year thereafter, the following will apply:

- College Chapter Executive Board members shall be required to reside in Delta Zeta chapter housing unless otherwise determined by the procedures adopted by the National Council.
- The following method will be used to decide who lives in the house: A list will be conducted of every active and new member of Delta Zeta – Pi Chi. The list will be first conducted by Credit Hours, and then by GPA. The list will go forward for priority (from senior to freshman).
- If the house is not filled after credit hour priority, the chapter will ask the Executive Committee to fill the house, then fill it from the bottom up as needed. Thus, starting with the Executive Committee, then moving to qualified members who have the lowest credit hours, and then by GPA, will be asked again to live in the house.
- Members may be assessed an “empty bed” fee at any time if the chapter house is not filled to the required capacity

Section VI. Attendance

- A. Chapter members' attendance at mandatory and non-mandatory events will be monitored during the academic year to ensure accountability and participation. The extent to which members are involved in chapter events and activities shall directly influence their ability to attend social events, including (but not limited to) formal and semi-formal.
- B. The tracking of attendance shall be divided into two terms. The first term shall be defined as the period between the fall semester's October break and the spring semester's March break. The second term shall be defined as the period between the spring semester's March break and the following October break.
- C. Attendance shall be tracked by a point system monitored by the Vice President of Administration. All mandatory event excuses shall be reported to the VP of Administration to be approved by the executive board and Executive Committee and the CCD via online attendance form within no less than one week prior to the event, except in cases of emergencies. Emergencies are subject to case by case review by the VP of Administration, Executive Board, CCD, or any designated national representative.
- D. For each term, a new point total shall be determined by the sitting executive board and Executive Committee. The total shall be decided upon based on the anticipated number of mandatory and non-mandatory events for each term.
- E. Under this point system, attendance at mandatory events shall be worth 10 points. Events included in this category include chapter meetings, recruitment workshops, recruitment events, ritual workshops, bid day, new member service, initiation, and any other events decided upon by the discretion of the executive board and Executive Committee.
- F. Attendance at non-mandatory events shall be worth 5 points. Events in this category include study parties, house events, academic meetings, philanthropy events, events with other Greek organizations, and any other events decided upon by the discretion of the executive board and Executive Committee.
- G. Members who are not in attendance at mandatory events and do not have an excused absence will be deducted 10 points per event missed from their term total. Members not in attendance at non-mandatory events will not lose any points.

- H. An “excused absence” shall be defined as one that receives approval from the executive board and Executive Committee and is submitted with proper documentation to the VP of Administration no later than one week before the missed event. Excused absences may include University classes, academic presentations, internships, or other required events for academic purposes, and doctors’ appointments. In the case of an emergency, absences may be considered excused if documentation is provided within one week after the event/emergency.
- I. Refer to Bylaws Article II Section 1 Letter C for a breakdown of point deductions regarding a risk offense.
- J. Members may also accrue points based on their academic performance and/or GPA. These points will be added at the end of each term based on the following GPA breakdown:
- 4.0 = 20 pts.
 - 3.5-3.99 = 15 pts.
 - 3.0-3.49 = 10 pts.
 - 2.5-2.99 = 5 pts.
 - 2.4 or below = 0 pts.
- K. Community service involvement will factor into members' attendance point totals. These points will be added at the end of each term based on the following breakdown:
- 20 hours = 30 pts.
 - 15-19 hours = 20 pts.
 - 10-14 hours = 10 pts.
 - 5-9 hours = -10 pts.
 - 0-4 hours = -20 pts.
- Every 1 hour over 20 is 1 extra point
- L. Service hours and GPA points will not be factored into attendance point totals for Seniors in their final semester (Fall or Spring break to Graduation).
- M. On the first day of spring/fall break, attendance point totals will be accrued and finalized. The minimum point total must be met to attend formal or semi-formal. Drivers and sober monitors will be decided by the following tier system. Tier ranges will be decided upon by the sitting executive board and Executive Committee each term to reflect the specific point opportunities available:

- Tier One: No Responsibilities. Max amount of mandatory attendance points possible -20, allowing for two missed mandatory events per member.
- Tier Two: Sober Monitor
- Tier Three: Sober Driver
- Tier Four: Cannot Attend

Section VII. Chapter Meetings

A. Chapter meetings shall be held on Sunday at 7:00 pm unless otherwise determined by the Executive Board and Executive Committee.

B. Proper badge attire is required for all formal and business meetings. This includes a nice dress, skirt, or dress pants. Jeans, yoga pants, leggings, boat shoes, tennis shoes, cowboy/combat/work/ugg boots, or flip flops are not allowed. Shoes must be worn to all meetings and functions. Appropriate footwear is as follows: pumps, open-toed heels, dress flats, booties, riding boots, dress boots with a heel, and sandals (with a strap on the back) as marked in the ritual manual. Members not dressed appropriately for a chapter meeting will not be admitted into the meeting and will accrue the penalty for non-attendance.

C. The chapter may have two informal meetings a month, but no more than two consecutively. Informal meetings shall include both in-person and paper meetings (or “virtual minutes”) for which official business cannot be transacted. The Executive Board and Executive Committee determine when formal and informal chapter meetings are scheduled. Chapter business requiring a chapter vote may only be done during formal meetings.

D. Members are allowed two (2) absences per semester. Members are allowed one (1) unexcused absence per semester, and seniors in their final semester are allowed two (2) unexcused absences per semester.

E. The following behavior will not be tolerated at chapter meetings:

- Excessive talking
- Eating or drinking (including gum chewing)
- Smoking
- Use of electronics

Members who do not adhere to the guidelines may be subject to disciplinary action.

F. Chapter Agenda:

Delta Zeta Pi Chi Chapter
Formal Chapter Agenda
Date

Roll Call

Reading of the Previous Minutes

Officer Reports

President

Vice President of Membership

Vice President of New Member Education

Vice President of Programs

Vice President of Philanthropy

Vice President of Finance

Vice President of Administration

Academics

House Manager

Panhellenic Delegate

Risk Prevention and Education

Advisor Reports

Associate's Board Report

Vice President of Membership Assistant

Vice President of New Member Education Assistant

Vice President of Programs Assistant

Vice President of Philanthropy Assistant

Academics Assistant

Panhellenic Delegate Assistant

Risk Education and Prevention Assistant

Reports of Standing Committees

Alumnae Relations Chair

Apparel Chair

Awards Chair

Banner Chair(s)

Chaplain

Community Service Chair

Continuous Open Bidding (COB) Chair

Dance Chair(s)

Diversity, Inclusion, and Belonging Chair

Formal Chair

Greek Week Chair(s)

Head of Invitations

Historian

Homecoming Chair(s)
Intramural Chair
Involvement Chair
Parent and Family Chair
Public Relations Chair
Sisterhood Chair
Social Chair
Sunshine Chair
Videographer(s)
Special Committees
Unfinished Business
New Business
Official Visitor Report
Advisory Board Report
Adjournment

Section VIII. Amendments

- A. Standing Rules may be amended at any regular meeting by a majority vote, provided a quorum is present

- B. Any non-substantive changes to the bylaws may be made without a formal chapter vote upon approval of the Vice President of Administration and College Chapter Director.

Updated September 2025
Beth Roy – Vice President of Administration
Avery Smith - President