**Amendments**

**Article I: Participation and Attendance**

*Members of Epsilon Sigma Alpha will strive to meet and/or exceed the educational, philanthropic, and participatory standards as established by the chapter. Failure to do so will result in immediate probation of membership.*

Section 1: Members must attend every scheduled chapter meeting. Meetings are planned for every Sunday evening at 7pm during the course of the Fall and Spring semesters as scheduled by the discretion of the Parliamentarian. See section three for absence policies.

Section 2: Members must participate in:

* A total of 15 philanthropic hours of service (Minimum of 10 hours offered by the Executive Board, maximum of 5 outside hours and minimum of 3 Junior Philanthropic hours, which will not include outside hours)
* All mandatory philanthropic events for Easterseals, St. Jude Children’s Research Hospital, Hope for Heroes, and Junior Philanthropic events
* All mandatory Ways and Means projects
* 3 sisterhoods per semester with at least 8 sisterhoods offered each semester
* 3 educationals per semester with at least 8 educationals offered each semester
* All mandatory ceremonies
* Chapter in which elections are held

Section 3: All of the participatory and attendance requirements are established by Alpha Beta chapter, by majority vote, and are subject to revision. Members are allowed 2 chapter absences per semester. Executive and Communications board members are allowed 2 absences per semester for scheduled meetings. After the third absence the executive board will assign a $5 fine. Absence fines will increase by $5 after a member’s third for each absence. The fine can be petitioned within 1 week of the assignment by emailing the Secretary(s) and stating why the fine should be waived. This applies to the Executive and Communications board as well, but the secretary and president must be informed of the absence. After a member’s fourth unexcused absence they will be placed on probation for the rest of the semester, with the opportunity to get off. Once a member is placed on probation for unexcused absences, their fines will no longer increase. Members may be granted excused absences by emailing the according board member stating their reasoning before any scheduled meeting or mandatory event and getting approval from the board member.

Section 4: Fines or other punishments will be levied for failure to attend any event that a member signed intent to be present or any event that is mandatory. It is up to the discretion of the relevant chair to decide what penalty will be levied for failure to attend an event. Standard fine is $5 for missing a scheduled chapter meeting and increases by $5 for each additional missed chapter meeting, and $2 for a sisterhood or educational (unless there is a fixed price, in which case a member will pay that amount). The fine for not participating in a Ways and Means project is the reimbursement of the required amount to be sold. The prices listed are just standard prices as it is ultimately up to the discretion of the respective chair to assign the fine, but the fine shall not exceed $10. All fines imposed by a Philanthropic chair will in turn go back to their philanthropy. No fine will be levied if a replacement attends or proper notification is received by the chair by a date set by the chair. All fines can be modified at the discretion of the chair related to the event.

Fines will also be levied to members who are on electronic devices during chapter. Members will receive two warnings via email, and will be notified the third time they are caught on a device along with receiving a $5 fine. Any time they are caught on an electronic device after the third time, a $5 fine will be imposed.

Section 5: Attendance at social events is not required. Members eligible to attend socials must be active members in good standing or pledging members who have at least gone through their lamp pinning ceremony and 2 pledge educationals. Members wanting to attend social events must have all fines, dues, and monies paid in full and all philanthropic, educational, ways and means, and sisterhood requirements must be met on the same day, as established by the Executive Board, days before the event. There must be 1 sober monitor for every 20 people at each event and if it is found out that the sober monitor is consuming before or during the event, they will be issued a $25 fine in addition to the price of the event. Half of the sober monitors must be serving on the Exec/Comm board.

Section 6: All tentative events for Epsilon Sigma Alpha must be publicly announced at chapter meetings or through another effective means of communication (such as email) in advance. If the event is mandatory for all members, it must be announced at least 1 month in advance. There will not be any official business conducted through texting or other social media.

**Article II: Decorum**

*Each member obligates herself to reflect the goals, purpose, and dignity of Epsilon Sigma Alpha. Specific duties include:*

Section 1: Members will dress appropriately for chapter each week and dress professionally and respectfully at public events. Members will wear their pins to each chapter; the fine for not doing so will be $1. The fine levied for improper attire is $1. After the third offense of improper attire, the fine will be increased to $5. Leggings are allowed during letter dress. In the event there is a guest speaker, business casual will be worn.

Section 2: A member will not wear sorority letters, pins, lavalieres, or Epsilon Sigma Alpha affiliated attire in settings where alcohol or illegal substances are present and/or if the situation may in any way reflect negatively of Epsilon Sigma Alpha and its members. The consequences for doing so will result in a $25 fine. This will be enforced with a strict no-tolerance policy. If a member is posting explicit photos with sorority letters in their bio or subsequent posts, they will be asked to delete said post. If the post is not removed within 12 hours of acknowledgement, they will be fined $5. On occasion that the member in question would like to petition these fines, they may come into the Executive board and a majority vote by the board will decide whether the fine is delivered or not.

Section 3: Attire including the EΣA block Greek letters or the Epsilon Sigma Alpha crest will be reserved for active Alpha Beta members only. However, people outside the Alpha Beta chapter may wear attire including Epsilon Sigma Alpha or “ESA” name and initials to show support for the chapter.

Section 4: A member will be familiar with the purpose, ideals, ritual, Constitutional requirements, and business procedures for Epsilon Sigma Alpha International and Alpha Beta chapter.

Section 5: A member will always conduct herself kindly towards other members. Should a member maliciously threaten or assault another member, or behave in a way that violates the Illinois State University Code of Conduct, the Executive Board can call the member to an Executive Board meeting and/or refer the member(s) in question to Community Rights and Responsibilities Office at Illinois State University with possibility that she will relinquish her membership. Members will be held accountable for their actions and a meeting will be held with President, Vice President, Parliamentarian, and Tracy Swanson from ESA headquarters, if necessary.

Section 6: A member will not misallocate ESA money or assets. If a member should be suspect of doing so, she may be subject to due process with the possible result of termination of membership.

Section 7: All members will complete the requirements and events sponsored through ESA with honesty and integrity. The amount of hours awarded to an individual will be based on truthful completion of the events.

**Article III: Pledging and Pledge Activity**

*Each prospective member of Epsilon Sigma Alpha-Alpha Beta Chapter will participate in “rush” and “pledging” before initiation and activation as a member.*

Section 1: Rush shall include two or more informational nights. There will be a pledge pinning ceremony where pledges shall receive a ribbon pin, which they shall wear until the lamp pinning ceremony. Pledges shall also wear the formal pledge pin with appropriate attire to designated events.

Section 2: In order to pledge Epsilon Sigma Alpha potential members must have a GPA of a 2.5 or above if transferring from Heartland College or Illinois Wesleyan University. Pledges must attend educational sessions consisting of one night per week for 2 to 3 weeks, Lamp Pinning, and a formal Activation ceremony. After the educational sessions, the pledges will be responsible for knowing the Opening and Closing Rituals, Epsilon Sigma Alpha Ideals, and the significance of the pins. The educational sessions will not count towards the requirements of educationals for any member. If a pledge cannot attend an educational, she must speak with the Pledge Mom for a make-up session. At the conclusion of the pledge educationals, the pledges will receive an attempt to pass a test of the ideals of Epsilon Sigma Alpha by the day of Activation.

Section 3: The pledge class will elect a New Active Liaison(s) who will coordinate pledge events. The New Active Liaison(s) will plan the event and has the option to reach out to their pledge class for assistance in the planning. The pledge class is responsible for attending and planning one pledge philanthropic event, pledge educational, pledge ways and means project, and one pledge sisterhood which will be submitted to the Vice President. All pledges must attend these events and they will count towards their requirements.

Section 4: Epsilon Sigma Alpha – Alpha Beta Chapter may have an informal rush in the spring semester at the discretion of the Executive and Committee board. Informal rush must have at least one informational night. Pledges must attend all of the events during informal rush unless excused. Pledges that rush during informal rush must pay full dues and meet all other requirements listed within Article III. Pledges that rush during informal will not get to elect New Active Liaison(s), but will interact with current New Active Liaison(s) events during the spring semester. Lastly, pledges that rush during informal rush will not be able to go alum until the end of the fall semester.

**Article IV: Membership Status**

*In addition to “member in good standing” and pledge status, members may be considered a “Probationary Member,” “Inactive,” or “Alum.”*

Section 1: Inactive members may be reinstated to active membership by written request and payment of any financial obligation to the chapter and ESA Headquarters and with proof of enrollment at Illinois State University, Heartland College, or Illinois Wesleyan University. Members who no longer attend one of these institutions will be referred to another ESA chapter in the area or in their area of residence. Such members may be eligible again for membership in this chapter upon enrollment in the University or College.

Section 2: A member is placed on probation should a philanthropic, sisterhood, educational, financial, GPA, or attendance requirement not be met. A probation period is one semester—probation at the end of a second consecutive semester results in immediate inactive status, which may be repealed by a formal presentation to the President, Vice President, and the Parliamentarian before 2 weeks into the third semester of probation. Upon being placed on probation, the probationary member, including Executive and Committee members who are on probation, must speak to the President, Vice President, and the Parliamentarian to receive their Probationary Plan. This plan will be decided on a case-by-case basis to best suit each situation. In the case of Executive and Committee members being on probation, they may be required to give up their position on board. The Plan will include making up educationals, sisterhoods, and hours from the lists created by the corresponding chairs within a specified time set. For probationary members who are on probation for 3 or more requirements, (GPA, sisterhoods, educationals, hours or fines) they will remain on probation for the entire semester unless there were extenuating circumstances, which will be determined on a case-by-case basis by the President, Vice President, and Parliamentarian. Upon completion of the Probationary Plan, the probationary member will receive an email from the Parliamentarian to ensure that they are off probation. While on Probation, members will not be allowed to attend social events or buy favors. If a member is on Probation solely because of their GPA they will be allowed to buy favors, as long as they have made a Probationary Plan and are following it. If a member is on the fines list, they will not be allowed to buy favors or win Lucky Bucks, raffles, or awards.

Section 3: Upon departure from the chapter, a member may petition to receive alumni status. To do this, a member must be in good standing with the sorority, been active for a year and submit a written request for alumni status to the Alumni Chairperson. Members will be granted “Conditional Alumni Status” until the end of the semester and all requirements are met. Alumni status will become effective during the semester after application unless decided on otherwise by the Executive Board. If the member in question doesn’t meet their requirements to be in good standing, they may petition their status before the Executive Board’s winter or summer retreat meeting. Temporary Alumni and Immediate Alumni may be granted to a member on a case by case basis.

Section 4: If a member is planning to depart the chapter (by alumni or inactive status) effective at the beginning of the spring semester, she will share any little sister(s) assigned to her (during the Fall semester) by the Big/Little Sister Coordinator(s). She shall let the Big/Little Sister Coordinator(s) know she is planning to depart, in order for the little sister(s) to be assigned a new Big. This will avoid Little Sisters losing their Big Sister for the year after only a short time.

**Article V: Nomination and Election Process**

*Each member holding a position on the Executive and Committee board of the Alpha Beta chapter will be elected to their position by a majority of votes by their peers*

Section 1: Formal nominations, adhering to the nominating procedure found in Robert’s Rules of Order, Newly Revised, will be held during a chapter meeting prior to the date of elections. Informal nominations may continue until the time formally announced by the Parliamentarian. Nominees must submit a typed statement outlining her initiatives and qualifications for the position before the close of informal nominations. This speech will not exceed 2 minutes. Eligible nominees include active members in good standing. If a member meets all these requirements, they can run for a position regardless of their being able to attend the night of elections. Nominees must meet with the current chairperson of the position they are nominated for in order to be eligible to run on the night of elections. Nominees may only run for a total of 2 positions. Eligible nominees for the position of President include only those members who have already served one full year on the executive board as an Alpha Beta member prior to the current year. Nominees should plan to be an active member in good standing for their entire term of office-a year from the day of their activation of office or chairmanship. Newly elected Executive or Committee board members cannot start their position on probation or on the fines list. In the event a member wins both positions ran for, they must choose the position they want most, and the runner up will win the other position.

Section 2: During the duration of informal nominations, typed statements will be up to review by the appropriate chair. In the case of a member re-running for a position, those typed statements shall be sent to the Parliamentarian. The purpose of this review will be to evaluate statements that contain questionable promises to the chapter that may not be possible. They will also supply feedback to each nominee. The Parliamentarian must also verify that each nominee has met all of the requirements for holding a position in ESA before the date of elections.

Section 3: Campaign for office will consist of a presentation by the nominee with the goal of sharing her initiatives and qualifications to the members present at the chapter meeting of the scheduled day of elections. No outside campaigning. The date will require mandatory attendance for all members in the Alpha Beta chapter, for only present members will be allocated a vote. Nominees shall read a speech (the same document that has reviewed by the Executive and Committee board and the Parliamentarian prior to election) to the general assembly. Reading of the speeches will proceed in an orderly manner as decided by the Parliamentarian and indicated by the President. Presentations by the nominees will be a maximum of 2 minutes in length or as decided by the Parliamentarian and indicated by the President. Elections will begin after the President has called the meeting to order and before business is conducted.

Section 4: Elections are organized and supervised by the Parliamentarian. Mode for casting votes shall be **secret** ballot. Those attending to the counting of votes will first compare the number of votes cast to those in attendance. If these numbers are not in close proximity, a second vote will be cast to elect. A simple majority of the quorum elects. Majorities that are less than 5 votes more than the minority are subject to automatic recount. If on a recount a different result is determined, votes shall be counted again until the same number is produced twice consecutively. Nominees will be notified as to the results of the election before it is announced to the general assembly. At this time, nominees may inquire the ratio of the votes and request a recount. If a nominee requests a recount, it will be granted immediately. Votes shall be counted by the chapter Parliamentarian, the chapter President, and 2 or more members in good standing of the Alpha Beta chapter. Once results are announced, the elections are final and irrevocable.

Section 5: Officers will be activated at the Awards banquet, which will be held subsequent to elections. Officers will not vote until the following Summer Retreat as planned by the President, but will shadow departing members during the Chapter and board meetings remaining in the semester. Newly elected members may shadow and observe but not conduct official business until activated at the Awards Banquet. This will allow the old officers who work with hours to handle the previous semester’s probation and eliminate confusion. Each Executive board position is limited to 2 consecutive one-year terms.

**Article VI: Meeting Guidelines**

*Alpha Beta chapter will conduct all meetings, elections, and parliamentary procedure by Robert’ s Rule of Order, Newly Revised, and by guidelines published by the chapter.*

Section 1: Meetings are to be conducted in an orderly fashion, as decided upon by the chapter. If matters arise that are not governed by the Constitution of this of this organization, amendments, and meeting guidelines, then the State Council bylaws and International Council bylaws shall govern. For procedural guidance, Robert’s Rules of Order, Newly Revised may be consulted.