

SAMPLE BYLAWS - CHAPTER BOARD OF ADVISORS
of
YOUR CHAPTER
TAU KAPPA EPSILON FRATERNITY
YOUR SCHOOL
YOUR CITY, YOUR STATE

ARTICLE I. ORGANIZATION

SECTION 1. Name.

The name of this board shall be: The Board of Advisors of YOUR CHAPTER of Tau Kappa Epsilon Fraternity, Incorporated of YOUR SCHOOL, (hereinafter referred to as "the Board), located at YOUR CITY, YOUR STATE.

SECTION 2. Purpose.

The purpose of the Board of Advisors shall be:

- (a) To serve as, and act in all ways, as the Board of Directors of the Chapter and all its subsidiaries;
- (b) To supervise the finances and property of the Chapter;
- (c) To assist in the coordination of the activities of the Board, the Chapter, the Chapter Advisor and the Faculty Advisor;
- (d) To assist in the coordination of the activities of the Chapter, the Chapter Alumni Association, and YOUR SCHOOL Alumni Office and Alumni Association;
- (e) To provide for scholastic, educational and managerial opportunities to the Chapter and its members by establishing a Chapter Education Foundation;
- (f) To establish such policies deemed necessary in support of these purposes.
- (g) To ensure the continuation of the Board

ARTICLE II. MEMBERSHIP

SECTION 1. The Board shall consist of at least six (6), but no more than ten (10), elected members. In addition, there shall be the following Ex Officio members of the Board, with full voting powers: the Chapter Advisor, the Faculty Advisor, the Chapter Alumni Association President (who shall serve as the Board's Alumnus Histor), the Chapter Prytanis, and the Chapter Crysophylos.

SECTION 2. Each year, at least two (2) members shall be elected for a term of three (3) years.

SECTION 3. Any member may become a candidate for re-election.

SECTION 4. A member who is absent for more than three (3) meetings in a year shall be automatically removed from membership on the Board.

ARTICLE III. OFFICERS

SECTION 1. Officers.

A. The officers of the Board of Advisors shall mirror the Chapter Officers and be: a president, known as the Alumni Prytanis; an internal vice president, known as the Alumni Internal Epiprytanis; an external vice president, known as the Alumni External Epiprytanis; a secretary, known as the Alumni Grammateus; a treasurer, known as the Alumni Crysophylos; a historian, known as the Alumni Histor; a ritual master, known as the Alumni Hypophetes; a sergeant-at-arms, known as the Alumni Pylortes; and an educator, known as the Alumni Hegemon.

B. The Alumni Prytanis, the Alumni Internal Epiprytanis, the Alumni External Epiprytanis, the Alumni Grammateus and the Alumni Crysophylos shall also serve as the Officers of Tau Kappa Epsilon Fraternity, Incorporated, and be known as Chairman, Internal Vice President, External Vice President, Secretary and Treasurer, respectively.

C. The initial Board shall be selected for a term of one, two, or three years as follows: Alumni Prytanis - three years; Alumni Internal Epiprytanis - two years; Alumni External Epiprytanis - one year; Alumni Grammateus - three years; Alumni Crysophylos - two years; Alumni Hypophetes - one year; Alumni Pylortes - three years; and, Alumni Hegemon - two years.

D. Thereafter, each Board officer shall be elected by ballot of all members of the Board for a term of three years, effective the first of May of each even year, or until their successors are elected.

E. There is no restrictions on how many terms an officer in any position.

SECTION 4. Vacancies.

A. In the event of a vacancy in the office of Alumni Prytanis, the Alumni Internal Epiprytanis shall assume the office of Alumni Prytanis. The Alumni External Epiprytanis shall then assume the office of Alumni Internal Epiprytanis. The Officers shall then elect a replacement for the position of Alumni External Epiprytanis at their next regular meeting.

All vacant offices assumed shall be for the unexpired portion of the terms.

B. In the event of a vacancy in the office of the Alumni Internal Epiprytanis or the Alumni External Epiprytanis, the offices shall be filled in the manner described above.

C. In the event of a vacancy in any other office, the Board Officers shall then elect a replacement at their next regular meeting.

All vacant offices assumed shall be for the unexpired portion of the terms.

SECTION 5. Duties and Powers.

ARTICLE IV. COMMITTEES

The Chairman of the Board shall appoint such committees as are needed from time to time.

ARTICLE V. MEETINGS

SECTION 1. Regular meetings shall be held in August, October, December, February and April, the dates to be decided by vote.

SECTION 2. The April meeting shall be the Annual Meeting at which time new members and officers shall be nominated and elected.

SECTION 3. Special meetings may be called by the Chairman or by a majority of the members.

SECTION 4. Five (5) Board members present shall constitute a quorum for a meeting.

ARTICLE VI - AMENDMENTS

Amendments to these Bylaws may be made by a two-thirds (2/3) vote of the members of this Board. Such amendment must have been submitted in writing at a regularly scheduled meeting and said amendment being mailed to all members of the Board at least thirty (30) days prior to the next regularly scheduled meeting, at which time the amendment will be voted on.

ARTICLE VII - RATIFICATION

In conformity with the International Constitution and Bylaws of Tau Kappa Epsilon, we, the members of the Board of Advisors of YOUR CHAPTER, for the purposes therein set forth, do adopt these Bylaws.