

# Congress Beacon



Newsletter of the 53<sup>rd</sup> Grand Chapter Congress — Nominations Edition \* August 11-15, 2021 \*  
Hilton Cleveland Downtown

*This publication will bring you insightful information, including deadlines, reminders and news. Please read this issue thoroughly, as you'll find much information about nominations and campaigning; submitting proposals for Bylaws, Policies and Ritual; delegate/alternate details and much more. Visit [www.dsp.org](http://www.dsp.org) for even more details!*

## In this Issue

Important Dates.....	2
Letter from the Nomination Committee Chairman.....	3
Important Information for Chapters/Delegates .....	4
Chapters Change Delta Sigma Pi .....	4
Determination of Good Standing .....	4
Your Chapter's Congress Representation: Selecting Delegates & Alternates .....	5
Important Information about Nominations and Candidates.....	7
Nomination Process and Requirements .....	7
Grand Officer Duties and Qualifications .....	8
Grand President.....	10
Vice President-Finance .....	11
Provincial Vice Presidents .....	11
Regional Vice Presidents .....	12
National Election and Campaign Policies.....	13
Delta Sigma Pi Proposal/Recommendation Form.....	16

## Additional Items Found Online

- Congress Registration Form – [www.dsp.org](http://www.dsp.org)
- Candidates page – [www.dsp.org/candidates](http://www.dsp.org/candidates)
- Nomination Form – [www.dsp.org](http://www.dsp.org)
- Delegate & Alternate Form – Hub Forms Module

## Impact of COVID

**The effects of COVID create additional challenges and impact many things related to Grand Chapter Congress, such as registration rates and deadlines. As you read through this document, please keep these challenges in mind. If and when changes related to GCC are made, we will be sure to share them widely (via website, email and social media).**

## Important Dates

<b>February 20</b>	-Southern Provincial Council Meeting (11:30-1:30 p.m. EST) -North Central Provincial Council Meeting (2:00-4:00 p.m. EST)
<b>February 21</b>	-Western Provincial Council Meeting (3:00-5:00 p.m. EST)
<b>February 27</b>	-Northeastern Provincial Council Meeting (12:30-2:30 p.m. EST) -South Central Provincial Council Meeting (3:00-5:00 p.m. EST)
<b>March 1</b>	-Traditionally the date Congress registration rates increase
<b>April 1</b>	-Collegiate chapters elect GCC delegate and alternates and report to Central Office (prior to the end of school)
<b>April 15</b>	-Proposed amendments are posted at <a href="http://www.dsp.org">www.dsp.org</a>
<b>June 1</b>	-Traditionally the date Congress registration rates increase -Chapter and Individual Recognition award applications due
<b>June 29</b>	-Hotel room rates increase for Hilton Cleveland Downtown (100 Lakeside Avenue East, Cleveland)
<b>June 30</b>	-Financial obligations due <u>before</u> this date to ensure good standing for voting -Alumni Chapter franchise deadline
<b>July 1</b>	-Due date for alumni chapters to elect GCC delegates and alternates and report to Central Office -Final due date for reporting collegiate chapter delegates and alternates to Central Office (see April 1) - Traditionally the date Congress registration rates increase -Online nominations for office are due <b>received</b> at the Central Office for nominee info to be published in Congress advance materials
<b>August 11-15</b>	-Enjoy Cleveland and the 53 <sup>rd</sup> Grand Chapter Congress! (Registration opens August 10.)

# Letter from the Nomination Committee Chairman

*Onuka Ibe, Past Grand President*

The past year has been marked by disruption around the world and across many aspects of our daily lives. While Delta Sigma Pi is not immune to world events, the Fraternity has been able to respond due to the remarkable leadership contributions of its student and alumni members.

As we begin a new year, we look ahead to Grand Chapter Congress where, among other items of business, delegates from each chapter will elect the individuals who will serve them as Grand Officers for the next two years. We each share in a duty to seek out and recommend qualified candidates for the offices of Grand President, Vice President–Finance, and Provincial and Regional Vice Presidents. Elections for these positions will take place at the 53rd Grand Chapter Congress, August 11-15, 2021, to be held at the Hilton Cleveland Downtown.

A strategic goal of Delta Sigma Pi is increase the pool of volunteers for National Officer positions to ensure our leadership is reflective and representative of our diverse membership. While many set out on a path to pursue a leadership position, so many of us can recount examples of a well-placed nudge that opened our eyes to a challenging but rewarding leadership opportunity that we may have otherwise missed. Each of us has the privilege, ability, and fraternal obligation to help build that volunteer pool, either by stepping forward to lead or by encouraging others to do so.

Nominations are currently open for alumni seeking an elected position. The Bylaws and Policies and Procedures describe the qualifications needed to serve in these leadership roles, the election and tenure of office, the nominations process, the order of elections, balloting and non-majority results. Please review them for more information on these important topics.

A list of candidates who have been certified by the Nominations Committee is published [online](#) and will be updated regularly through July 1, 2021.

Nominations received by the Nominations Committee after July 1 may be presented by the Nominations Committee from the floor of Congress or during a business session.

The Nominations Committee welcomes questions from all members considering elected office and encourages certified candidates and chapter members to seek out opportunities to meet with one another. For example, chapter members may participate in candidate forums or caucuses planned by staff and the Nominations Committee or may invite certified candidates to speak to their chapter at a business meeting (in person or virtually). Such dialogue increases candidates' understanding of the issues and concerns of the chapters they wish to serve and helps ensure chapter delegates are equipped to make an informed decision.

With your help, we will install a diverse and highly qualified set of Grand Officers at Grand Chapter Congress in 2021.

For questions about nominations, campaigning, or elections contact the Nominations Committee at [Nominations@dsp.org](mailto:Nominations@dsp.org)

# Important Information for Chapters/Delegates

## Chapters Change Delta Sigma Pi

Several vital Fraternity issues will be decided at the Grand Chapter Congress. Every collegiate and alumni chapter is strongly encouraged to send at least one delegate and two alternates to Grand Chapter Congress for the grand event. These issues and more could await Congress delegates:

- Electing a Grand President and six Vice Presidents to the National Board of Directors
- Voting on changes to the Fraternity's Ritual
- Voting on changes to the Fraternity's Bylaws
- Initiating a National Honorary Initiate
- Electing Regional Vice Presidents

This newsletter contains the information you and your chapter will need to help decide these important issues.

For chapter-proposed changes to Bylaws, Policies and Ritual to be considered at Grand Chapter Congress, they must first be considered and adopted at the chapter's respective Provincial Council Meeting. The suggested format for proposal/amendment submissions is included at the end of this publication for your reference.

Following were the deadline dates, by province, for proposals to be considered at the Provincial Council Meetings:

**Northeastern** - Must have been received by 11:59 p.m. **January 13, 2021** by Provincial Vice President Dan Collins

**Western** - Must have been received by 11:59 p.m. **January 7, 2021** by Provincial Vice President Crystal Justice

**North Central** - Must have been received by 11:59 p.m. **January 6, 2021** by Provincial Vice President Cory Stopka

**Southern** - Must have been received by 11:59 p.m. **January 6, 2021** by Provincial Vice President Carrie Burns

**South Central** - Must have been received by 11:59 p.m. **January 13, 2021** by Provincial Vice President Mark Wernette

If an amendment or proposal passes the Provincial Council, it is forwarded to the Central Office by the Provincial Vice President to be included with other legislation for Grand Chapter Congress.

By April 15, a compilation of any proposed changes to the Fraternity's Ritual and governance to be voted on at Grand Chapter Congress will be provided. These issues may have a long-term impact on Delta Sigma Pi, so each chapter should have a candid discussion on them. Of course, the Provincial Council Meetings this spring also allow for discussion and evaluation of the issues, but be sure to have a full chapter discussion as well.

A list of nominees for the top leadership positions in Delta Sigma Pi is posted on the Fraternity [website](#) and will be updated weekly with new nominees through July 1.

## Determination of Good Standing

*Policies, Section O. Grand Chapter Delegates, Credentials and Voting, Policy 1. **Determination of Good Standing**—* Per Bylaws Article X, Section 3 and Article XI, Section 4, chapters on university probation, Fraternity probation, or that are indebted to the National Fraternity for any sum of money past due, are not in good standing and are ineligible for voting representation at Grand Chapter. "Past due", for purposes of Grand Chapter voting privileges, is defined as any balance due to the National Fraternity at the time of the Congress Opening Session that had been invoiced on or before the June 30 immediately preceding the Grand Chapter Congress.

In order to achieve a status of good standing, any monies received by the Fraternity for payment on a chapter's account within 14 days prior to the first day of Grand Chapter Congress will be paid in the form of cashier's check, money order,

certified check, cash or credit card payment. Payments other than those specified will be accepted, but the chapter will not receive a status of good standing for the event and a delegate will not be seated.

To be eligible to vote at Grand Chapter Congress, all alumni chapters, both established and newly chartered, must complete all chartering and/or annual franchising requirements by June 30 of the fiscal year immediately preceding Congress (which is equivalent to June 30 of the same calendar year as Congress). Additionally, an alumni chapter must be franchised by June 30th to take part in any special election held after, but resulting from the business at Grand Chapter Congress. Alumni chapters not chartered or franchised by the June 30 deadline are not entitled to representation at the Grand Chapter Congress.

## **Your Chapter's Congress Representation: Selecting Delegates & Alternates**

*Policies, Section O. Grand Chapter Delegates, Credentials and Voting, Policy 2. Election of Delegates and Alternates*—Collegiate chapters entitled to voting representation at Grand Chapter must elect an official delegate, and any alternates, prior to the end of the academic term immediately preceding Congress. The names of such delegates and alternates must be reported to the Central Office by July 1. Official delegates and alternates of alumni chapters entitled to vote at Grand Chapter must be elected and reported to the Central Office by July 1. Only those delegates and alternates reported to the Central Office by July 1 receive official Fraternity communications regarding Congress legislation and/or elections.

**Note:** The form for reporting delegate and alternate information (GCC Delegate/Alternate Submission) can be found in the Hub Forms Module and must be submitted by a nationally recognized chapter officer. It is important that summer addresses be provided so information concerning the convention can be sent to the delegates and alternates as necessary. Submitting the form does not automatically register a brother for the Congress. Every person attending the Congress must submit a registration form and registration fees; and all delegates and alternates must be fully registered.

### **Qualification criteria and duties for delegates and alternates are as follows:**

*Bylaws, Article III. Grand Chapter and Grand Chapter Congress, Section 3. Representation and Participation* - -- To be entitled to any representation or vote in the Grand Chapter Congress, a Collegiate Chapter shall be in good standing and shall send one (1) delegate who shall be a Collegiate Member of the chapter represented and who will return the following academic term as a student in a qualified program where the chapter is situated. In order to be entitled to any representation, or vote in the Grand Chapter Congress, an Alumni Chapter shall be in good standing, shall have a minimum membership of ten (10), and shall send one (1) delegate who shall be a member of the chapter represented and who will return to the locality in which the chapter is situated as a member of that chapter. No member of this Fraternity except official delegates and Grand Officers shall have the right to introduce or second motions, or to make nominations on the floor of the Grand Chapter Congress. Any Collegiate Member, Alumni Member, Faculty Member, or Honorary Member in good standing may be present at or speak to any question before the Congress.

*Policies, Section O. Grand Chapter Delegates, Credentials and Voting, Policy 3. Attendance of Official Delegates and Grand Officers* —The official delegate of each chapter and each Grand Officer are required to attend each business session of the Grand Chapter Congress. Failure to be in attendance proportionately reduces any available expense allowance. Absence at any roll call or during a fractional part of one session exceeding thirty (30) minutes in length will constitute an absence under this Policy, unless the Grand President has officially excused the delegate or officer for a good cause.

*Policies, Section O. Grand Chapter Delegates, Credentials and Voting, Policy 4. Duties of Grand Chapter Congress Delegates and Alternates*—Official delegates have the following duties:

- a. To report to the official credentials desk at the Grand Chapter Congress prior to the opening business session.
- b. To report to the official credentials desk at the Grand Chapter Congress prior to rotating with an alternate.

- c. To attend the orientation session at the Grand Chapter Congress.
- d. To attend all business sessions of the Grand Chapter Congress, unless rotating with an alternate delegate.
- e. To report back to the chapter all business conducted at the Grand Chapter Congress.

Alternates must adhere to the duties of delegates, but are not required to attend all sessions, as long as the chapter is represented in their absence.

*Policies, Section O. Grand Chapter Delegates, Credentials and Voting, Policy 5. **Credentialing Process***—Each delegate and alternate reported to the Central Office by July 1 must report to the designated “credentials” area at Congress for determination of voting eligibility. The chapter’s disciplinary status is reviewed and any balances due the National Fraternity are noted. Delegates and alternates from eligible chapters must provide a photo identification, proof of Congress full registration and must complete a statement verifying their individual good standing status within their chapter. Collegiate chapter representatives must also verify their enrollment in the academic term immediately following Congress.

Any potential delegate or alternate who was not reported to the Central Office by July 1 must also report to the “credentials area” at Congress. Those individuals meeting all other criteria, who are also elected officers previously listed on the current Officer Report for their chapter, may serve as a delegate or alternate at the sole discretion of the Nominations Committee.

The Nominations Committee oversees all credentialing and resolves any disputes arising therefrom. Decisions of the Nominations Committee are final.

**Candidates for delegate/alternate should also have the following characteristics:**

- Should be the person most capable of making an informed decision for the good of the entire Fraternity. While chapters are encouraged to discuss the legislation and candidates in advance and to provide delegates with questions and guidance, delegates should carefully consider new information gathered through discussion and research as they cast their votes. The president for the upcoming year is generally the most logical choice.
- Should possess good listening, reasoning, and verbal communication skills as delegates are responsible for participating in legislative discussions and posing questions to candidates for elected office.
- Should be knowledgeable in relevant Fraternity ritual, bylaws, policies and procedures, proposed legislation, and the duties and candidates for elected offices. It is recommended that each delegate and alternate thoroughly read the official Grand Chapter Congress reports, proposed legislation, and relevant candidate profiles which are distributed prior to the start of the convention.
- Must be a full registrant for Grand Chapter Congress. Partial registrants are not eligible to be a delegate or alternate.
- A delegate should not be selected on the basis of personal financial participation. Each collegiate chapter has already funded at least \$200 toward expenses in the GCC Travel Fund administered by the Central Office. (Note: The Congress reserve fund was suspended for fall 2020 and spring 2021. With the reduced pay-in requirement, each chapter’s expected reserve fund available at GCC is only \$200 for the 2019-2021 biennium instead of the traditional \$400.) Chapters should help pay additional expenses of their representatives. Your business dean or local businesses may also provide funding. Be sure to ask them!

# Important Information about Nominations and Candidates

## Nomination Process and Requirements

Once every two years, brothers are nominated to serve as the elected leaders of Delta Sigma Pi. At GCC, the chapters of Delta Sigma Pi will be electing brothers to fill the top Board positions including the five Provincial Vice Presidents. Regional Vice Presidents, while not on the Board of Directors, will also be elected at Congress. The brothers elected to these positions will serve for the 2021-2023 biennium.

All nominations for elective office must be submitted online using the electronic submission form at [dsp.org](http://dsp.org). Nominations must be received at the Central Office by July 1 in odd-numbered years in order to be published as the Nominations Committee Report that is posted on the Fraternity website (with electronic notification to chapters) and distributed to delegates at the Grand Chapter. Nominations will also be accepted in advance for any newly created regions or provinces that become officially recognized on July 1 following the nominations due date. Please be sure to complete the entire form.

**What are the requirements for serving in a national office of the Fraternity?** For each position, these fundamental requirements must be met:

- The brother must have been an initiated member of Delta Sigma Pi for at least three years at the time of their election. Note: There are no exceptions to this rule and it is strictly enforced.
- For Provincial leadership positions, the brother must live in the province in question. This rule is also strictly enforced.
- For Regional leadership positions, the brother must live in the region in question or within a reasonable distance outside of any border of the region except as specified in Section 4 of the related policy. Regional Vice President nominations for those residing outside of the region made from the floor at Congress must receive written approval from the nominations committee prior to submitting the nomination.
- The brother must be an alumni, faculty, or honorary member in good standing. **Collegiate members are not eligible for these positions.**
- The brother should have proven administrative ability (in business as well as the Fraternity), exhibiting sound decision-making faculties, creativity and imagination, resourcefulness, and confidence in the prudence and soundness of personal actions.
- Nominees must acknowledge adherence to the Leadership Code of Conduct with their signature (see below). Note that incumbents must also submit a new Leadership Code of Conduct affirmation at the time of re-nomination.
- All Grand Officers will annually disclose or update to the Grand President, on a form provided by Delta Sigma Pi, their interests that could give rise to conflicts of interest and verify they have read the conflict of interest policy and agree to comply with it.
- The brother should have demonstrated unqualified interest in, and dedication to, the Fraternity.
- Brothers who serve in these positions do so as volunteers. They are not financially compensated for the time they devote to the Fraternity. Only necessary out-of-pocket costs and travel expenses may be reimbursed. Travel, postage, phone, e-mail costs, etc. Are covered up to a pre-determined level for each position. *It is strongly recommended that all candidates have email access as official Fraternity business is conducted via email.*
- Nominees (including Regional Vice President nominees) should plan to attend a National Leadership Retreat in September (potentially virtual).

These requirements are only the basics for brothers interested in serving the Fraternity at this level. Please refer to [www.dsp.org](http://www.dsp.org) Grand Chapter Congress for additional information on Electronic Campaign Requirements, car insurance form, and Code of Conduct.

## Grand Officer Duties and Qualifications

**Listed in the sections that follow are the specific duties and responsibilities top leaders assume upon their election. They are found in the Bylaws and the Policy and Procedures.**

*Policies, Section P. "Nominations, Campaigning and Vacancies", Policy 1.A. **Candidate Affirmation of Leadership Code of Conduct***—All candidates for elected National Officer positions including Grand President, Vice President-Finance, Provincial Vice President, and Regional Vice President are required to attest to their knowledge of and agreement to comply with the Leadership Code of Conduct for volunteer leaders by signing a Leadership Code of Conduct acknowledgement form. A signature affirming the Leadership Code of Conduct is required, and may be mailed, faxed or electronically submitted via email with a copy of a scanned signature or a typed acknowledgement of the nominee's full name on the line provided. The Committee on Nominations will not accept a candidate for any office until the Committee has received a signed Leadership Code of Conduct acknowledgement form. A "new" signed form is required every time a candidate (including incumbents) runs for an office.

*Policies, Section DD. Leadership Code of Conduct, Policy 1. **Rationale for the Leadership Code of Conduct***—In addition to adhering to the tenets of the Delta Sigma Pi Ritual and their oath of office, leaders in the Fraternity abide by a Code of Conduct. The Code guides them in how to interact with other leaders and the staff, especially in regard to the decision-making process. The Code reminds Fraternity leaders that the organization's mission takes precedence over personal agendas.

*Policies, Section DD. Leadership Code of Conduct, Policy 2. **Leadership Code of Conduct***—Volunteer leaders and staff will carry out the mission of Delta Sigma Pi by:

- A. Recognizing that the chief function of Delta Sigma Pi is to serve its membership;
- B. Conducting themselves with professional competence, fairness and impartiality according to the highest standards of business ethics and practices;
- C. Implementing and upholding Delta Sigma Pi Bylaws, Policies and Procedures;
- D. Keeping the membership informed about relevant issues;
- E. Conducting their duties with leadership that includes communication, dedication and compassion;
- F. Recognizing the value of the "chain of command" and, when approached by staff, volunteers, members or the public, channeling all inquiries to the appropriate individual;
- G. Avoiding any interests, activity or conduct in conflict with official duties;
- H. Not attempting to exercise individual authority over the organization; and
- I. Committing to positive and constructive forms of interaction.

*Policies, Section T. Finances and Investments, Policy 19. **Conflict of Interest***—This Conflict of Interest Policy, which supports the Fraternity Oath, installation of Officer Ceremony and Leadership Code of Conduct: (1) defines conflicts of interest; (2) identifies classes of individuals within Delta Sigma Pi covered by this policy; (3) facilitates disclosure of information that may help identify conflicts of interest; and (4) specifies procedures to be followed in managing conflicts of interest.



1. Definition of conflicts of interest. A conflict of interest arises when a person in a position of authority over Delta Sigma Pi may benefit financially from a decision he or she could make in that capacity, including indirect benefits such as to family members or businesses with which the person is closely associated. This policy is focused upon material financial interest of, or benefit to, such persons.
2. Individuals covered. Persons covered by this policy are Delta Sigma Pi's Grand Officers and employees.
3. Facilitation of disclosure. Persons covered by this policy will annually disclose or update to the Grand President, on a form provided by Delta Sigma Pi, their interests that could give rise to conflicts of interest and verifies they have read the conflict of interest policy and agree to comply with it.
4. Procedures to manage conflicts. For each interest disclosed to the Grand President, he or she will determine whether to: (a) take no action; (b) assure full disclosure to the Board of Directors and other individuals covered by this policy; (c) ask the person to recuse from participation in related discussions or decisions; or (d) ask the person to resign from his or her position or, if the person refuses to resign, become subject to possible removal in accordance with Delta Sigma Pi's removal procedures. In the event the Grand President discloses a potential conflict of interest, the interest will be disclosed to the Chair of the Finance Committee and the Finance Chair will follow the same procedures as the Grand President for determining action. Delta Sigma Pi's Executive the Executive Director and their designee will monitor proposed or ongoing transactions for conflicts of interest and disclose them to the Board of Directors in order to deal with potential or actual conflicts, whether discovered before or after the transaction has occurred.

*Bylaws, Article II, Organization and Government. Section 10. **Board of Directors** ---* The Board of Directors shall be the supreme executive, legislative, and judiciary body of this Fraternity in the interim when the Grand Chapter is not meeting in session and shall consist of the Grand President, the immediate Past Grand President, the Vice President-Finance, the five (5) Provincial Vice Presidents, the two (2) most recently named Collegians of the Year, and the Executive Director. The Executive Director shall serve without a vote. The members of the Board of Directors and the Regional Vice Presidents shall constitute the Grand Officers of this Fraternity.

*Bylaws, Article IV. Board of Directors, Sections 4. **Qualifications for Office** ---* No one shall be elected or appointed as a Grand Officer of this Fraternity, except the Collegians of the Year and the Executive Director, until such individual has been a member of this Fraternity for three (3) years and is an Alumni Member. Members are allowed to be nominated for Grand Office, except the Collegians of the Year and the Executive Director, as long as they reach the three (3) year membership requirement by the date of their election. The two (2) Collegian of the Year members of the Board of Directors are the two (2) most recently installed Collegians of the Year. In order to be nominated or elected as a Provincial Vice President, the legal residence of the member so nominated or elected shall be within the confines of that Province. A Grand Officer may not be appointed over a chapter for which the Grand Officer is a Chapter Advisor and any Grand Officer who accepts a position as a Chapter Advisor of a chapter supervised by the Grand Officer shall automatically become ineligible for office and such office shall be declared vacant.

*Bylaws, Article IV. Board of Directors, Sections 5. **Election and Tenure of Office** ---* All Grand Officers, except the Collegians of the Year and the Executive Director, shall be elected at the Grand Chapter Congress. The Grand President and the Vice President-Finance shall be elected by the Grand Chapter. The Provincial Vice Presidents shall be elected by the chapters in their respective Provinces. The Regional Vice Presidents shall be elected by the chapters in their respective Regions. All Grand Officers, except the Collegian of the Year and the Executive, shall take office immediately upon the final adjournment of the Grand Chapter Congress at which they are elected and shall serve for a period of two (2) years and until their successors are elected and duly qualified. No Grand Officer shall serve in the same office for more than two (2) consecutive full terms with the exception of Provincial Vice Presidents and the Regional Vice Presidents who may serve four (4) consecutive full terms. Any election to fill a vacancy covering a partial term will not be considered in ascertaining the number of consecutive terms. The Collegians of the Year shall be selected as prescribed by the Board of Directors and the Laws of the Fraternity and shall serve a two (2) year term as designated by the Board of Directors.

*Bylaws, Article IV. Board of Directors, Section 1. Duties and Powers* --- The Board of Directors shall have the following duties and powers:

- a. To approve the granting of charters for the establishment of chapters as hereinafter prescribed.
- b. To select and appoint the Executive Director and determine the length and terms of contract under which the Executive Director shall be employed.
- c. To review and approve the annual performance evaluation of the Executive Director.
- d. To discipline individuals and chapters and to receive and decide appeals regularly brought before the Board as hereinafter prescribed in the Laws of the Fraternity.
- e. To establish a National Endowment Fund as hereinafter prescribed in the Laws of the Fraternity.
- f. To determine the place and date of the Grand Chapter Congress.
- g. To fill vacancies in the office of Grand President, immediate Past Grand President, Vice President-Finance, or a Collegian of the Year as prescribed in the Laws of the Fraternity.
- h. To review and approve an annual budget for the operation of this Fraternity and the expenditures made by the Executive Director in accordance with that budget.
- i. To determine the initiation fees and dues of Collegiate and Alumni Members as prescribed in the Laws of the Fraternity.
- j. To enforce the strict observance of the Laws of the Fraternity.
- k. To cause an independent audit to be made annually of the financial statements and records of the International Fraternity of Delta Sigma Pi, Inc., and related corporations by a firm of certified public accountants and to cause such report to be made available to all members.
- l. To authorize the initiation of all Faculty and Honorary Members.
- m. To issue an annual report to each chapter.
- n. To provide interpretations of the Laws of this Fraternity.

The Board of Directors shall have such further powers as may be prescribed in the Laws of this Fraternity.

*Policies, Section K. Board of Directors, Policy 2. Duties and Powers of the Board of Directors*— In addition to the duties outlined in Bylaws Article IV, Section 1, the Board of Directors will:

- a. Make changes in the regulations governing Chapter Management Program (CMP).
- b. Determine the location of the Central Office by a three-fourths (3/4) vote.
- c. Authorize the purchase or other acquisition of land or buildings and interests therein; to authorize the ownership and holding of said land and buildings and improvement by building or otherwise; to authorize the lease, sale or disposition of any such interest in such land or improvements; all of the foregoing to be exercised by a three-fourths (3/4) vote.
- d. Determine the price of the official badge.
- e. Select the financial institutions in which the Fraternity's funds are deposited.

## **Grand President**

*Bylaws, Article V. Duties and Powers of the Board of Directors, Section 1. Grand President* --- The Grand President shall be the chief elected officer of this Fraternity and shall have the following duties and powers:

- a. To determine that the Grand Officers and committees of this Fraternity discharge their duties faithfully, impartially, accurately, and promptly.
- b. To appoint a Chancellor to preside over those sessions of the Grand Chapter Congress as prescribed in these Bylaws and the policies of the Fraternity.
- c. To sign all charters and certificates of membership.
- d. To act for this Fraternity in all emergencies.
- e. To issue, from time to time, official communications not inconsistent with the Laws of this Fraternity. Such official communications shall be considered as a part of the Laws of this Fraternity until the next meeting of the Grand Chapter Congress or until such time within the President's term of office as may be designated in the official communication.
- f. To serve on the Board of Trustees of the Delta Sigma Pi Leadership Foundation.

- g. To conduct, with the immediate Past President, an annual performance evaluation of the Executive Director and present such evaluation to the Board of Directors for review and approval.

The Grand President shall have such further powers and duties as may be prescribed by these Bylaws and the policies of this Fraternity.

*Policies, Section K. Board of Directors, Policy 3. **Grand President Duties***— In addition to the duties listed in Bylaws Article V, Section 1, the Grand President will strive to appoint committee chairpersons and members who demonstrate the desire and commitment necessary to make a positive contribution to the successful achievement of the specific goals and objectives of the committee and the general goals and objectives of the Fraternity. The Grand President will endeavor to appoint only those individuals whose demonstrated commitment, academic and Fraternity background and/or employment experiences have prepared them to make a meaningful contribution to the work of the committees to which they are appointed.

### **Vice President-Finance**

*Bylaws, Article V. Duties and Powers of the Board of Directors, Section 3. **Vice President-Finance*** --- The Vice President-Finance shall be the chief financial officer of the Fraternity. The Vice President-Finance shall have the following duties and powers:

- a. To chair the Finance Committee.
- b. To serve as a member of the Organizational Development Committee.
- c. To oversee the development by the Finance Committee of an annual budget and to submit that budget to the Board of Directors for approval.
- d. To monitor the financial performance of the Fraternity and provide financial reports to the Board of Directors at least once each quarter.
- e. To oversee development and regular updating of the investment policy of the Fraternity and present this policy for review and approval by the Board of Directors.
- f. To monitor the performance of the investments of the Fraternity and report such performance to the Board of Directors at least once each quarter.
- g. To oversee the annual audit of the finances of the Fraternity and ensure that the annual financial report is made available to all chapters.

The Vice President-Finance shall have such further powers and duties as may be prescribed by the Laws of this Fraternity.

*Policies, Section K. Board of Directors, Policy 5. **Vice President-Finance Duties***—In addition to the duties listed in Bylaws Article V, Section 4, the Vice President-Finance will:

1. Assist the Grand President in identifying qualified members to serve on the Finance Committee.
2. Be responsible for submitting, by established deadline dates, all reports required of the Finance Committee.
3. Cause complete, accurate minutes of all meetings of the Finance Committee to be recorded and promptly submitted to the Executive Director.
4. Review and approve any expense reports of volunteers at the request of the Executive Director.
5. Serve as a voting, ex-officio Trustee on the Delta Sigma Pi Leadership Foundation Board of Trustees as the appointive representative of the National Fraternity.

### **Provincial Vice Presidents**

*Bylaws, Article V. Duties and Powers of the Board of Directors, Section 4. **Provincial Vice Presidents*** --- The Provincial Vice Presidents shall chair their respective Provincial Councils and have the following duties and powers:

- a. To be responsible for the actions of the Regional Vice Presidents within their provinces.
- b. To plan and conduct at least one Provincial Council meeting in their respective provinces each year.
- c. To oversee the efforts within their provinces to achieve national priorities, directives, goals and objectives.
- d. To appoint the chairs and members of provincial standing and special task committees, in accordance with these bylaws and the Laws and policies of the Fraternity, and monitor their performance.
- e. To appoint the members of the Provincial Discipline Committee with the approval of the Provincial Council.

The Provincial Vice Presidents shall have such further powers and duties as may be prescribed by the Laws of this Fraternity.

*Policies, Section K. Board of Directors, Policy 6. Provincial Vice Presidents Duties*—In addition to the duties listed in Bylaws Article V, Section 5, the Provincial Vice Presidents will:

1. Communicate regularly with their respective Provincial Councils and provide periodic updates on the status of national and provincial programs and activities.
2. Be responsible for submitting, by established deadline dates, all reports required of their Provincial Councils.
3. Oversee actions of Regional Vice Presidents and assist the Grand President in any chapter disciplinary actions.
4. Oversee and administer the Provincial funds.

## **Regional Vice Presidents**

*Bylaws, Article VIII. Regional Vice Presidents, Section 1. Duties and Powers* --- The Regional Vice Presidents shall have responsibility for the guidance and leadership of all collegiate and alumni chapters within their Regions; shall appoint District Directors as hereinafter provided; shall conduct educational conferences as directed by the Provincial Council; and shall promote the expansion and reactivation of chapters and award programs within their Regions. The Regional Vice Presidents shall be accountable to their respective Provincial Vice Presidents. A Regional Vice President shall perform such other duties as may be assigned by the Provincial Council or the Laws of the Fraternity.

*Bylaws, Article VIII. Regional Vice Presidents, Section 2. Qualifications for Office* --- To be eligible for election or appointment, a Regional Vice President shall have been a member of the Fraternity for at least three (3) years at time of election or appointment, shall be an Alumni Member and shall reside within the Region or within a reasonable distance outside of any border of the region, except as specified in section 4 of this article. Regional Vice President nominations for those residing outside of the region made from the floor at Congress must receive written approval from the nominations committee prior to submitting the nomination.

*Bylaws, Article VIII. Regional Vice Presidents, Section 3. Election and Tenure of Office* --- All Regional Vice Presidents shall be elected by the chapters in good standing in their respective regions at the Grand Chapter Congress. They shall take office immediately upon adjournment of the Grand Chapter Congress and shall serve for a period of two (2) years and until their successors are elected and duly qualified. Regional Vice Presidents may serve four (4) consecutive elected terms.

*Policies, Section L. Regional Vice Presidents and District Directors, Policy 2. Duties of Regional Vice Presidents*—In addition to the duties outlined in Bylaws Article VIII, the Regional Vice President will:

1. Continually monitor the performance of each chapter in the Region by maintaining regular contact (by telephone, mail or electronic mail) with the president and/or other officers of those chapters.
2. Personally visit each chapter in the region at least once each biennium or more often if deemed necessary to provide needed assistance.
3. Within 14 days after visiting a chapter or having significant contact with a chapter, provide the Provincial Vice President a report summarizing the current operations of the chapter and including appropriate recommendations for follow up action.
4. Recommend to the Provincial Vice President specific assistance or disciplinary action that may be required to assist a chapter to improve its performance or correct violations of Fraternity laws and policies.
5. Establish minimum performance standards for each of the Region's District Directors and review their performance with them at least once each year.
6. Require such reports from the District Directors as may be deemed necessary.
7. Actively encourage the chapters in the Region to participate in Fraternity-wide programs such as the Chapter Management Program, leadership programs, the Leadership Foundation, community service and regional and national awards programs.
8. Encourage each chapter in the Region to send an official delegate to each Provincial Council Meeting and Grand Chapter Congress.
9. Strive to identify collegiate and alumni members who have the desire and qualifications to serve the Fraternity and encourage their participation as officers and committee members on the regional, provincial and national levels.

10. Coordinate with the National and Provincial Officers and committees to assist in the dissemination of information about the programs, goals and objectives of the Fraternity.
11. Solicit feedback and suggestions from the chapters in the Region and forward these to the Provincial Vice President and/or provincial committees.
12. Provide such reports as may be required by the Provincial Vice President, the Board of Directors or the Central Office.

## National Election and Campaign Policies

*Policies, Section P. Nominations, Campaigning and Vacancies, Policy 4. National Election Policies—*

**A. Accountability—**The selection of our Fraternity's leaders is a serious and important process that requires the highest standards of ethics and integrity. Our collegiate and alumni members look to their officers for leadership and conduct befitting a member of Delta Sigma Pi. It is the responsibility of all candidates to deal solely with the issues and responsibilities of the respective position, and to refrain from any statement, action or conduct, which might slander or libel another brother. Candidates are responsible for the conduct of their supporters and should ensure that any campaigning is done according to policy parameters and in the most ethical manner possible.

### **B. Campaign Policies—**

1. Nominees receive notification from the Nominations Committee once their nomination has been validated, or if further action is required to properly complete the process.
2. Once candidates' nominations are officially validated by the Nominations Committee, but no earlier than January 1 preceding Grand Chapter Congress, candidates may campaign to promote their views and to interact with Fraternity members.
3. No additional advance nominations will be approved after July 1st. Additional nominations, considered floor nominations, will occur in accordance with this policy.
4. Definition of campaigning: The unsolicited approach of a candidate, or candidate's supporters, to a delegate or other organizational member or chapter for the purpose of promoting the candidacy of the candidate. Delegates, organizational members and chapters are encouraged to proactively interact with candidates. A candidate responding to an inquiry from a delegate, organizational member or chapter is considered permissible at any time.
5. Announcements or introduction of candidates as part of a Provincial Conference or other Fraternity meetings or gatherings do not constitute campaigning and may be made so long as such occasions adhere to the following criteria: a) all certified candidates at the time of the announcement or introduction for any office that is presented must be included and b) the Nominations Committee has previously approved of such occasion and the method in which the announcement or introduction is to occur.
6. Distribution of promotional items such as flyers, signs, brochures, hats, buttons, pencils, etc., is permitted by candidates who have previously been validated by the Nominations Committee, with the following exceptions:
  - a. Distribution of promotional materials is prohibited at regional, provincial, or national events with the exception of Grand Chapter Congress.
  - b. No items (flyers, banners, signs, etc.) may be posted in the buildings or on the grounds of Fraternity event sites.
7. Candidates are responsible for any costs related to their campaign activity. Fraternity equipment, supplies, and staff time may not be used for Fraternity election campaign purposes of any kind, with

the exception of elections to fill PVP and RVP vacancies, during which the Central Office will, upon request, provide chapter contact information at no cost to candidates.

8. Hospitality suites, meals, entertainment, or other forms of meetings or gatherings for the purpose of providing food, refreshments, or other items or experiences of value as an inducement to attract delegates to meet a candidate or for influencing voting are prohibited.
9. Delegates seeking to meet with a candidate for an expression of his or her views (other than at the time of a “Meet the Candidates Forum” or caucus) may arrange for such a meeting by contacting the candidate or their representative.
10. Candidates and their supporters must exhibit conduct that preserves the decorum and integrity of the election process. All candidates and their supporters must comply with the Individual Code of Conduct (see Risk Management Policy) and conduct themselves in a manner that is consistent with Ritual and appropriate for a member of Delta Sigma Pi.
11. Candidates directly (or indirectly, through their supporters) violating policies (1) through (10), or other guidelines established by the Nominations Committee, will be advised to cease and desist by the Nominations Chair. Infractions after an initial warning will be announced to chapter officers or delegates. Further violations will result in disqualification (by a majority vote of the Board of Directors at the recommendation of the Nominations Chair).

In the event that the Nominations Chair has not advised the candidate to cease and desist and a majority of the Nominations Committee determines that a violation of policies (1) through (10) is material to the election such that chapter officers or delegates should be immediately notified of the violation, an announcement to the chapter officers or delegates shall take place.

At any point should the Nominations Committee unanimously determine that disqualification of a candidate is in order, the matter shall be referred to the Board of Directors (a majority vote of the Board of Directors shall then disqualify the candidates).

*Policies, Section O. Grand Chapter Delegates, Credentials and Voting, Policy 10. Balloting Considerations during Grand Chapter*

- A. Only delegates will be seated on the convention floor during a voting session. All other attendees must stand clear of such area so as not to be confused with the delegates.
- B. Prior to the vote for Grand President, all candidates for the office are escorted from the room by all Past Grand Presidents present. Prior to the votes for Vice President-Finance, all candidates for the office are escorted from the room by an escort committee named prior to the elections by the Grand President.
- C. The Nominations Committee Chairman will count the votes, assisted by one delegate selected by each of the candidates for a particular office. The Nominations Chair may delegate the responsibility of counting the votes to election moderators or other members of the Nominations Committee. In all such cases, the counting will be witnessed by one delegate selected by each candidate for a particular office.
- D. The result of each vote is to be announced only as to whether or not a majority result was reached and the name of the successful candidate. The vote count will not be given.
- E. Following the election for Grand President, all candidates for the office are to be escorted as a group back to the convention floor by the Past Grand Presidents. The candidate being elected is further escorted to the lectern by the escort team; with the other candidates taking their seats in the audience.

- F. Following the election for Vice President-Finance, all candidates for the office are to be escorted as a group back to the convention floor by the escort committee. The candidate being elected is further escorted to the lectern by the escort team, with the other candidates taking their seats in the audience.
- G. Candidates for office should generally not be a voting delegate in their own race. If situations such as this arise, then the alternate should be required to be the voting delegate. If there is no alternate delegate available, then the candidate who is also the voting delegate should have their vote recorded separately and away from the remaining delegates.

# Delta Sigma Pi Proposal/Recommendation Form

This form (or its basic format) is to be used by chapters in good standing to submit proposals or resolutions to be considered by their Provincial Council. Proposals to be considered by a formal meeting of the Provincial Council are to be submitted no later than 45 calendar days prior to the meeting. Otherwise, proposals may be considered by an electronic or mail ballot of the provincial council, according to policy. Ritual or Bylaws change proposals to be (ultimately) considered by the Grand Chapter must include any current Bylaws or Ritual wording, as well as the proposed wording. For any legislation to be considered by the Grand Chapter, the "Summary of the Proposal" may not exceed 100 words. Bylaw proposals and Resolutions require a simple majority to pass Provincial Council, but a 2/3 favorable vote to pass at Grand Chapter. Ritual changes also require simple majority of Provincial Council, but require 3/4 at Congress. Refer to the policies and Bylaws for further details.

***Submitted By:*** (Include chapter name, individual contact name, address, phone, fax and email, if available)

***Date:***

***\*Brief Summary of the Proposal/Recommendation and reason(s) for its submission (may not exceed 100 words if ultimately submitted for Grand Chapter Congress consideration):***

***\*Proposal Details (and/or exact Policy, Bylaw or Ritual Language proposed -- use ALL CAPS for new language and ~~striketrough~~ for deletions.)***

***\*Positive aspects of implementing Proposal/Recommendation***

***\*Negative aspects of implementing Proposal/Recommendation***

***\*Provide a brief financial analysis (cost and benefits) of the Proposal/Recommendation (if applicable). Contact Central Office staff to discuss details as warranted.***

***Recommended implementation date and logic for selecting this date***

\*The National Fraternity reserves the right to provide additional information to the delegates in these categories.