

**BYLAWS**  
*of the*  
**MU ALPHA ALUMNI CHAPTER**  
*of*  
**SIGMA NU FRATERNITY**



## **A. STATEMENT OF PURPOSE**

*The name of this organization shall be Mu Alpha Alumni Chapter of Sigma Nu International Fraternity.*

The purpose of the Mu Alpha Alumni Chapter is:

1. To promote and further the welfare and interest of the members of this chapter and provide philanthropy to the community we serve.
2. To promote and support an Alumni Chapter designed to coordinate communication and stimulate interest in chapter affairs.
3. To bring together the points of view of the members of this Chapter.
4. To provide continuity to undergraduate chapter operations through support of an Alumni Advisory Board.

## **I. MEMBERSHIP REQUIREMENTS**

1. Membership in the Mu Alpha Alumni Chapter shall consist of initiates in good standing of the Mu Alpha Chapter of Sigma Nu who are graduates of a college or university.
2. Qualified initiates of any Sigma Nu collegiate chapter may be admitted into membership by a two-thirds (2/3) majority vote of those members attending the annual meeting of the Alumni Chapter.
3. Membership shall be classified as “active” and “inactive.” To maintain an active membership, members must pay yearly dues based upon the schedule hereinafter set forth. Members who have not paid the yearly dues shall be classified as inactive members.

## **II. DUES**

1. The annual dues of the Alumni Chapter shall be paid prior to the annual meeting of the Alumni Chapter and shall be as follows:
  - a. Twenty-five Dollars (\$25.00) per year for the first two years after graduation
  - b. Seventy-five Dollars (\$75.00) per year thereafter.

## **III. MEETINGS & VOTING**

1. A meeting of the Alumni Chapter shall be held once each year at an announced location in the Waco, Texas area, during the annual fall Homecoming Weekend or at

some other appropriate time and location as agreed upon by a majority of the active Alumni Chapter members and designated by the Commander.

2. The Commander shall fix the time for the annual meeting and shall cause notice thereof to be published in the Mu Alpha Chapter Newsletter next preceding the annual meeting.
3. Special meetings may be called by the Commander if notice thereof is published in the Mu Alpha Chapter Newsletter not less than thirty (30) days prior to the date set for said special meeting. Said notice shall set forth the time and place of the special meeting and shall specifically state the purpose for which the meeting is called. No matter may be voted on at a special meeting without the aforesaid notice.
4. No business shall be voted on at any meeting unless a quorum of five (5) members is present.
5. Members must be present, as defined in Paragraphs 8-12 of this Section, to vote at the annual meeting. Members may vote by a proxy at any special meeting; and proxies may be counted in determining the existence of a quorum at a special meeting.
6. Only active members may vote on any matter properly brought before the Alumni Chapter. Inactive members may not vote unless their active status is restored at or before the opening of the Annual Meeting.
7. Proxies must be in writing and signed by the active voting member submitting the proxy. Proxies must be received by the Commander, or another Officer designated by the Commander, not less than five (5) days prior to the meeting at which they shall be counted. Proxies which do not comply with these requirements shall be void.
8. Any notice of the time, place if any, and purpose of any meeting as specified in these Bylaws, any proxy given by a Member, and/or a vote of a Committee as specified in these Bylaws shall be deemed given, if delivered by electronic transmission.
9. If notice, proxy or vote is given by electronic transmission, the notice, proxy, and/or vote is given when transmitted to the Commander. Electronic transmission shall be as defined in the Texas Business Corporations Act.
10. Members may be present and vote at a meeting by remote communication, including, but not limited to, conference call, Skype, FaceTime, Oovoo, and/or any other manner. The member wishing to appear by remote communication shall inform the Recorder and Lieutenant Commander five (5) days prior to the scheduled meeting to allow for necessary arrangements to be in place.
11. The Officers, Committee Members as specified in the Bylaws and Members may participate in a meeting by means of conference telephone or similar communications

equipment by means of which all persons participating in the meeting can communicate with each other. All participants shall be advised of the communications equipment, and the names of the participants in the conference shall be divulged to all participants. Participation in a meeting pursuant to this Section shall constitute presence in person at the meeting.

12. Unless otherwise restricted by these Bylaws, a meeting as specified in this Section may be conducted solely by means of remote communication.

#### **IV. OFFICERS & DUTIES**

1. The officers of the Mu Alpha Alumni Chapter shall be Commander, Lieutenant Commander, Treasurer, Recorder, Chaplain, Recorder, Marshal, and Sentinel.

2. It shall be the duty of the Commander to preside at all meetings of the Alumni Chapter; appoint all committee members and chairmen; and to perform such other duties as pertain to his office.

3. The Lieutenant Commander shall serve in the absence of the Commander, and shall be the Commander-elect. He shall perform such duties as are required of him by the Commander. The Lieutenant Commander shall be a signatory on any bank accounts established by or for the benefit of the Alumni chapter.

4. The Recorder shall maintain a record of all meetings of the Alumni Chapter, conduct all correspondence of the Chapter and perform all other duties that shall be required of him by the Commander.

5. The Treasurer shall collect and track dues, take charge of all funds of the Alumni Chapter, deposit same to the credit of the Alumni Chapter in a bank selected as a depository for said funds by the Alumni Chapter and to keep a book of account on all funds received and disbursed during his term of office. The Treasurer shall pay all bills incurred by authority of the Alumni Chapter and shall mail statements to all unpaid members on or before August 1 of each calendar year. The Treasurer shall be a signatory on any bank accounts established by or for the benefit of the Alumni chapter. The Treasurer shall maintain organized records of payments, disbursements, account balances, and all other financial information for the Alumni chapter. Upon release of his role, the Treasurer shall turn over any and all documents, ledgers, access codes, account information, signatory cards, account numbers, safes and codes, secure box locations and codes, and any other materials maintained in the course of his duties to the Commander. The Treasurer shall issue a final report as to membership status, dues owed, and dues paid on an annual basis to all members, active and inactive.

6. The duties of the Chaplain, Recorder, Marshal and Sentinel shall be as determined by the Executive Committee.

## **V. ELECTIONS & TERMS OF OFFICE**

1. The Commander, Lt. Commander, Treasurer and Recorder of the Chapter shall be elected for a term of two (2) years.
2. Elections shall be held at the annual meeting of the Alumni Chapter every two (2) years beginning with the annual meeting during which these Bylaws are adopted.
3. The Commander shall be elected only at the first election after the adoption of these Bylaws. Thereafter, the Lieutenant Commander shall succeed to the office of the Commander and shall serve for a term of two (2) years. A vacancy in the office of Commander shall be filled by the Lieutenant Commander for the balance of the term. In the event that the Lieutenant Commander is unable or unwilling to take on the duties of Commander in the time frame indicated in this paragraph, the Active Members of the Alumni Chapter shall elect a Commander in accordance with the requirements of this Article.
4. Elections shall be conducted by the Commander and the Recorder and shall be by secret ballot, unless a secret ballot is waived by a two-thirds (2/3) majority of the active members present.
5. Nominations for office may be made by the Executive Committee prior to the election. The floor shall be open for nominations before an election.
6. Election shall be by simple majority of those voting.
7. Only active members shall be eligible for nomination.
8. Upon his election, the Commander shall nominate, qualified members of the Mu Alpha Alumni Chapter to serve as Chaplain, Recorder, Marshal and Sentinel. The active members of the Mu Alpha Alumni Chapter will confirm these nominations by simple majority vote.

## **VI. EXECUTIVE COMMITTEE**

1. The Executive Committee shall consist of the Commander, Lieutenant Commander, Treasurer and Recorder. The Executive Committee shall be presided over by the Commander
2. The Executive Committee shall conduct all Alumni Chapter affairs between meetings of the Alumni Chapter, authorize and account for the expenditure of funds in

the Alumni Chapter treasury, and do all other things necessary and proper for the orderly conduct of the business of the Alumni Chapter.

3. The Executive Committee shall settle any election dispute and shall be responsible for the interpretation of these Bylaws.
4. The Executive Committee shall appoint the Alumni Chapter representative to the Grand Chapter.
5. The Executive Committee shall maintain communication with the Chapter Advisor, the Alumni Advisory Board and the alumni house corporation of the Mu Alpha Chapter and shall be responsible for coordinating the activities of each.
6. The Executive Committee shall fill the vacancies in any unexpired term of any office, except Commander, which shall be filled by the Lieutenant Commander as hereinbefore set forth, for the balance of the unexpired portion of the term.
7. In the event of dissolution of the Mu Alpha Alumni Chapter for any reason, the contents of any bank accounts and/or any other assets shall be liquidated and placed in trust with the Sigma Nu Educational Foundation for use solely by either the Mu Alpha Active Chapter or a re-formed Mu Alpha Alumni Chapter. Voluntary dissolution of the Mu Alpha Alumni Chapter may only occur via unanimous vote of all active members.

**VII. AMENDMENTS**

1. These Bylaws may be amended at any annual meeting of the Chapter by a majority of the members present, except that no amendment shall be passed by a vote of less than ten (10) members.

The foregoing Bylaws of the Alumni Chapter of Mu Alpha were this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_, duly approved and adopted.

**SIGNED & APPROVED:**

<i>Name</i>	<i>Badge No.</i>	<i>Date</i>	<i>Signature</i>
Steven Dodson	MA209		
John David Roberson	MA237		



