

BYLAWS
Delta Beta Tau at
San Diego State University

ARTICLE I **NAME**

Section 1. The name of this organization shall be the Delta Beta Tau (DBT) at San Diego State University.

ARTICLE II **PURPOSE**

Section 1 Main Objective: Delta Beta Tau Co-Ed Fraternity is a Greek lettered organization founded on the Buddhist principles of generosity, morality, patience, diligence, meditation and wisdom. Our goal is to foster an accepting and tolerant space where students from all races, genders, sexual orientations, religions and abilities come together to build friendships and learn about Buddhism in daily life and practice. Our intention is to introduce and strengthen student knowledge and understanding of meditation and Buddhist teachings through guest speakers, informal discussions, and retreats. We will focus on volunteer work in an effort to bring compassion and peace through service to the community.

Section 2 Statement of Purpose:

- a. Create a community of undergraduate students, graduate students and faculty at SDSU who are interested in the concepts, practices, philosophies and traditions of Buddhism with an emphasis on meditation and mindfulness.
- b. Create an accepting and tolerant space where students from all backgrounds can come together to build friendships with others who have similar interests.
- c. Discuss meditation ideas from a philosophical point of view and not a religious perspective.
- d. Practice mindfulness and be able to apply principles from meditation practice into daily life.
- e. Practice loving-kindness, compassion, joy and equanimity.
- f. Blend ancient wisdom with modern day practicality to improve our philosophy of and interactions with the world.

Section 3 Vision and Goals:

- a. We will provide members the opportunity to cultivate genuine compassion while being of service to the surrounding community.
- b. To come together to build and develop a comprehensive and non-sectarian understanding of Buddhism and how it relates to the world around us.

- c. To help students develop a daily meditation practice that will help them overcome life stressors and explore their inner lives through meditation, reflection and contemplation.
- d. To focus on volunteer work in the community with an emphasis on homeless outreach, prison outreach and animal outreach (animal shelters).

ARTICLE III **AUTHORITY**

Section 1 This organization is a recognized student organization at San Diego State University and adheres to all campus policies as set forth in the *SDSU Student Organization Handbook*.

Section 2 This organization may establish Standing Rules to govern administrative and procedural matters (such as time and location of meetings, etc.). Standing Rules shall not conflict with these bylaws. Standing Rules may be adopted, amended, or temporarily suspended by a majority vote present at an organization meeting where a quorum is present (advance notice is not required).

Section 3 The rules contained in the most recent version of *Robert's Rules of Order, Newly Revised* shall be the parliamentary authority for this organization and shall govern in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the organization may adopt.

ARTICLE IV **MEMBERSHIP**

Section 1 Membership in the organization shall be open to those regularly-enrolled at San Diego State University.

Section 2 Eligibility for membership or appointed or elected student officer positions may not be limited on the basis of race, religion, national origin, ethnicity, color, age, gender, gender identity, marital status, citizenship, sexual orientation, or disability. The organization shall have no rules or policies that discriminate on the basis of race, religion, national origin, ethnicity, color, age, gender, gender identity, marital status, citizenship, sexual orientation, or disability.

Section 3 Students become members upon signing up with their name and email on the official DBT mailing list, which becomes a part of the general membership list. If email is not preferred, students may also become members by writing down their name and preferred form of contact on the general membership list.

Section 4 All members on the general membership list can take part in any election.

Section 5 Members can renounce membership by requesting to have their name removed from the general membership list.

ARTICLE V **OFFICERS**

Section 1 The officers of the organization shall be the President, Vice President, Treasurer, Philanthropy Chair, Sangha Chair, Secretary, Public Relations Chair, and Membership Chair.

Section 2 **Powers and Duties of Officers:**

- a. The President shall serve as the chief executive officer of the organization, shall preside at all meetings of the organization and shall prepare the agenda for meetings. The President shall be the official spokesperson of the organization, representing the policies, views, and opinions of the organization in its relations with the campus and community at large. The President shall appoint all committees and committee chairs. The President shall have such further powers and duties as may be prescribed by the organization.
- b. The Vice President shall preside at organization meetings in the absence of the President. The Vice President shall perform all legal duties assigned by the President. The Vice President shall assume the office of President if the office becomes vacant.
- c. The Treasurer shall handle all financial affairs and budgeting of the organization, maintain all necessary accounting records, and prepare monthly financial reports for the membership. Said records shall be maintained in accordance with generally accepted accounting principles. The Treasurer shall collect and deposit all dues and fees. The Treasurer shall maintain bank accounts in the organization's name, requiring signatures of both the Treasurer and President for authorized disbursements.
- d. The Secretary shall take minutes at all meetings of the organization, keep these on file, and submit required copies to all organization members. The Secretary shall be responsible for all organization correspondence and shall keep copies thereof on file. The Secretary shall maintain membership records for the organization.
- e. The Public Relations Chair shall regularly update social media accounts, remind active chapter about events, encourage others to join meditation

and public events, allow for the public to see the meaning and values of DBT, and will report to the Vice President.

- f. The Philanthropy Chair shall be in charge of creating new community service relationships and scheduling consistent community service events for the members of DBT.
- g. The Sangha Chair shall create a healthy mix of opportunities for members of DBT to gather. This officer shall work toward cultivating a strong community by planning retreats and events for the active chapter.
- h. The Membership Chair shall oversee the Pledgeship program and ensure a smooth transition between Pledgeship and Membership by facilitating Pledge Educators, providing support for new active members, and encouraging engagement between the pledge class and the active chapter.

Section 3

Qualifications necessary to hold office in this organization are as follows:

California State University policies require that to be eligible for office, candidates must be in good standing and regularly enrolled students at San Diego State University. Additionally, candidates must be members for at least one semester, and meet the time and skill requirements necessary to fulfill the desired position.

California State University policies require that the President and Treasurer maintain a minimum overall 2.0 grade point average each term and not be on probation of any kind. The President and Treasurer must be enrolled in at least six units (three units for graduate and credential students) each semester while holding office. Undergraduate students with over 150 semester units or 125 percent of the units required for a specific Baccalaureate degree objective, whichever is greater, or graduate and credential students with over 50 semester units or 167 percent of the units required for the graduate or credential objective, whichever is greater, are ineligible to hold the office of President or Treasurer.

No member may hold more than one office. No member may serve more than 2 semesters in the same office.

ARTICLE VI

SELECTION OF OFFICERS

Section 1

The President, Vice President, Treasurer, Secretary, Public Relations Chair, Philanthropy Chair, Sangha Chair, and Membership Chair are elected annually. Elections are held at the end of each spring semester and shall

take place at a regularly scheduled meeting of the organization at which a quorum is present. At least one week's notice shall be provided for any meeting at which an election is to be held.

Section 2 Nominations for officers shall be made at the regular meeting immediately preceding the election. Nominations may also be made from the floor immediately prior to the election for each office. Members may nominate themselves for an office.

Section 3 The officers shall be elected in this order: President, Vice President, Philanthropy Chair, Sangha Chair, Secretary, Treasurer, Public Relations, and Membership Chair.

Section 4 Officers shall be elected by a majority vote.

Section 5 Votes shall be cast by secret ballot; however, when there is only one candidate for an office, a motion may be made to elect the candidate by acclamation.

Section 6 All officers shall be active members of DBT, show an interest in the office, have sufficient amount of time each week to work on club organizational issues, and serve a two-semester term.

Section 7 Officers shall assume office on August 26 and shall serve for the rest of the academic year.

Section 8 Officers may be recalled from office for cause. To initiate a recall election, a petition signed by one-third of the total number of voting members must be submitted at a regular meeting and a recall vote shall be taken at the next regular meeting. The officer subject to recall shall be given written notice of the recall at least 72 hours prior to the meeting at which the recall vote will be held and shall be given an opportunity to provide a defense. A two-thirds vote is required to remove an officer.

Section 9 If the position of President becomes vacant as a result of resignation, ineligibility or recall, the Vice President shall assume the office of President. Vacancies in any other elected office shall be filled by an election held at the next regular meeting where the vacancy was announced. Nominations may be made at the meeting where the vacancy is announced, and nominations may also be made from the floor at the time of the election. The President may appoint an interim officer to fill the vacancy until the election is held.

ARTICLE VII MEETINGS

- Section 1** Regular meetings shall be scheduled weekly during the academic year.
- Section 2** Special meetings may be called by the President or a majority of the Executive Committee. All members must be given a minimum of 24 hours notice prior to the meeting time.
- Section 3** Business cannot be conducted unless a quorum of the membership is present. A quorum for this organization is defined as a majority of the voting membership.
- Section 4** Members must be present to vote. Absentee or proxy voting is not permitted.
- Section 5** In order to vote a member must be in good standing: dues of one dollar paid and meeting attendance requirements met.

ARTICLE VIII **ADVISOR(S)**

- Section 1** The organization shall appoint an individual employed as a faculty or staff member by San Diego State University to serve as the university advisor to this organization as required by the California State University. Auxiliary staff and student assistants are not eligible to serve as advisors. The advisor shall fulfill the responsibilities specified in the *SDSU Student Organizations Handbook*. Advisors shall serve on an academic year basis or until their successor has been selected.
- Section 2** Specifically, the advisor(s):
- a. Help provide continuity from year to year as student leadership and personnel change.
 - b. Promote student-faculty relationships.
 - c. Help maintain university standards within all activities of the group.
 - d. Exercises financial supervision.
 - e. Represents the DBT's interests to the faculty and administration.

ARTICLE IX **EXECUTIVE COMMITTEE**

- Section 1** The Executive Committee shall consist of the elected and appointed officers, with the advisor(s) serving as non-voting member(s).
- Section 2** The Executive Committee shall meet weekly during the academic year. Special meetings may be called by the President or a majority of the Executive Committee. All members must be given 24 hours notice of the

meeting. A quorum shall consist of a majority of the Executive Committee members.

Section 3 When necessary, Executive Committee business can be conducted via email or via online meetings.

Section 4 The Executive Committee shall have general supervision of the affairs of the organization between meetings and is authorized to take action when action must be taken prior to the next meeting.

Section 5 The Executive Committee shall report to the membership all actions taken between meetings. Except when it is too late to do so (such as when a contract has been executed), any actions taken by the Executive Committee may be rescinded or modified by the membership by a majority vote.

ARTICLE X **STANDING AND AD HOC COMMITTEES**

Section 1 The organization shall have the following standing committee: **the** Philanthropy Committee.

Section 2 The duties of this Standing Committee is as follows:

- a. Meets once a month to help the Philanthropy Chair carry out their duties.

Section 3 The President shall have the authority to establish ad hoc committees as may be necessary from time to time to carry out the work of the organization.

Section 4 The President shall appoint the chairpersons and members of all committees.

ARTICLE XI **FINANCES**

Section 1 Membership dues shall be \$1 per semester, at 50 cents per budget proposal.

Section 2 Membership dues shall be paid by the 5th week of each semester.

Section 3 This organization has the ability to assess the membership for special purposes. Assessments shall be determined by a quorum of the membership at a regularly scheduled meeting.

Section 4 Members who have not paid their dues or special assessments by the due date shall be considered as not being in good standing and shall lose all membership privileges, including voting, until the dues are paid.

Section 5 The Executive Committee shall propose an annual budget to be voted upon no later than the second regular meeting of the academic year. Any unbudgeted expenditures shall be approved in advance by the membership. When financial decisions must be made between meetings, the Executive Committee is authorized to approve expenditures not exceeding \$1.

Section 6 Organization funds shall not be used to purchase or reimburse members for alcoholic beverages.

ARTICE XII DISCIPLINE OF MEMBERS

Section 1 When a member believes that another member has engaged in conduct that is detrimental to the organization, a written charge may be filed with the Executive Committee. The Executive Committee shall review the charges and may conduct a preliminary investigation if deemed appropriate. If the preliminary investigation concludes that misconduct appears to have occurred, the Executive Committee shall conduct a hearing on the matter. The member alleged to have engaged in the misconduct shall be given at least 72 hours notice of the hearing and be given an opportunity to present a defense. By a majority vote, the Executive Committee shall determine whether misconduct occurred. If it determines that misconduct did occur, the Executive Committee shall prepare a report to the membership of its findings and recommended sanctions, which may include expulsion, suspension, or lesser sanction(s) including, but not limited to, reprimand, removal from office, a fine or corrective remedies.

Section 2 The membership shall review the hearing report in executive session, and the member accused of misconduct shall have an opportunity to rebut the information in the report. After providing a statement to the membership, the member accused of misconduct shall leave the room for the remainder of the deliberations.

Section 3 The membership shall vote first on whether the member has engaged in misconduct. If by a two-thirds vote, the membership determines that misconduct has occurred, the membership shall then by a two-thirds vote, determine appropriate sanction(s). The accused member shall be immediately notified of the outcome.

Section 4 By a two-thirds vote, the membership may reinstate a member who has been suspended or expelled.

ARTICLE XIII AMENDMENTS

- Section 1** Proposed amendments to these bylaws shall be presented to the membership, in writing, one meeting prior to the meeting where the amendment will be voted upon.
- Section 2** Bylaw amendments require approval by two-thirds of the voting members present at a regular meeting. The amendment shall be effective immediately unless otherwise stipulated in the amendment.
- Section 3** A copy of any amendments to these bylaws must be submitted to the Student Life & Leadership Office at San Diego State University within two weeks after adoption.

These bylaws were adopted on November 6, 2015 and most recently revised on August 22, 2019.