The Constitution
and Bylaws
of
Chi Epsilon

As Approved By
National Conclave
Rolla, Missouri
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Object and Purpose
of Chi Epsilon

Dedicated to the purpose of maintaining and promoting the status of civil engineering as an ideal profession, Chi Epsilon was organized to recognize the characteristics of the individual civil engineer deemed to be fundamental to the successful pursuit of an engineering career, and to aid in the development of those characteristics in the civil engineering student. Engineering, the application of scientific principles to the practical needs of society, is assuming a constantly increasing responsibility for the physical well-being of all people, and thus calling for competence of the highest order. This responsibility can be discharged only by a professional group whose members are possessed of good basic technical ability, intelligence, moral integrity, and effective social poise in their relationship with the larger community of which they are part. To contribute to the improvement of the profession, Chi Epsilon fosters the development and exercise of sound traits of character and technical ability among civil engineers, and its members, by precept and example, toward an ever higher standard of professional service.
The History of
Chi Epsilon

In the spring of 1922, two groups of civil engineering students at the University of Illinois, one calling itself Chi Epsilon, and the other calling itself Chi Delta Chi, independently of each other, took steps to petition the faculty for permission to establish an honorary civil engineering fraternity. As soon as the existence of the two groups became known to each other, plans were immediately propagated to merge the two groups. Dean M. S. Ketchum, Professor Ira O. Baker, and Professor C. C. Williams, later all chapter honor members, gave moral support to the idea of a departmental honorary fraternity and on May 20, 1922, the Council of the University granted permission to the petitioning group of 25 charter members to found the Chi Epsilon Fraternity. Upon the shoulders of the charter officers R. A. Black, president, W. A. Gurtler, vice president, and H. T. Larsen, secretary-treasurer, rested the burden and trials during the organization period, and it was due to the care and foresight used by these officers in the formulation of the early plans for initial organization and expansion that Chi Epsilon has been able to progress steadily.

As soon as the plans for the local organization had been perfected, steps were taken to expand into a national fraternity by banding together with groups at various other universities. For the furtherance of these plans, a committee composed of William A. Gurtler, chairman, M. W. Burns, and H. T. Larsen was appointed. An active expansion policy was decided upon and letters were written to the presidents of all the large engineering schools inviting petitions to Chi Epsilon. Meanwhile, the petition to the State of Illinois to incorporate as a national honorary civil engineering fraternity was granted and the certificate of incorporation issued on February 13, 1923.
Many encouraging replies were received from various universities, but it was not until March 29, 1923, upon the installation of the Armour Chapter at the Armour Institute of Technology, that Chi Epsilon became truly a national fraternity. April 28, 1923 saw the national organization increase to three chapters upon the installation of the Minnesota Chapter at the University of Minnesota. The work of the Committee on Expansion became very complex and required the assumption of authority for the fulfillment of its plans. With the assumption of authority, the committee finally became the Temporary Supreme Council of the National Fraternity and, in order that it be a representative body, P. L. Bergquist of the Minnesota Chapter, and H. W. Munday of the Armour Chapter, were elected to it. As a result of the active expansion campaign, petitions were received from the Universities of Southern California and Cornell, and the chapters installed on January 5, 1924, and January 10, 1925, respectively. The first Conclave was held at the Armour Chapter in Chicago July 4, 1924, at which twelve members representing four chapters were present. Drastic changes were made in the constitution and general government, most noteworthy being the establishment of an endowment fund for conclave expenses. Members of the first Supreme Council were elected by the conclave, who in turn elected the following officers: W. A. Gurtler, Grand President; P. L. Bergquist, Grand Vice President; C. W. Carlson, Grand Secretary-Treasurer; H. W. Munday, Editor of The Transit; F. M. Hines, member; and M. G. Burkey, member. Due to the temporary slowing up of the work on the national expansion, a special meeting of the Supreme Council was called in Chicago in February 1924. Present at this meeting were Messrs. Gurtler, Carlson, Munday, and Burkey. An extensive campaign was planned with hopes that the number of chapters might
be increased within the year, after which time a more conservative policy was to be enacted.

The membership had grown to 190 by February, 1925. The petition of the University of Wisconsin resulted in the installation of the sixth chapter on February 14, 1925, at Madison, Wisconsin. The seventh chapter was installed shortly thereafter at the University of California on May 10, 1925.

The second Conclave of the Chi Epsilon Fraternity was held at the University of Illinois at Champaign, Illinois, October 30, 1926. Present were three members of the Supreme Council, seven delegates, and several members of the Illinois Chapter. Since the time of the first Conclave, 205 members had been initiated, 21 of whom were members of a faculty and four were prominent engineers. Election of the second Supreme Council resulted in the following officers: W. A. Gurtler, Grand President; F. M. Hines, Grand Vice President; H. T. Larsen, Grand Secretary-Treasurer; P. L. Bergquist, member; and H. W. Munday, member. Professor C. C. Williams's recommended revision of the ritual, which tended to dignify it further, was the outstanding contribution of the second Conclave.

The only petition passed in 1927 was that of the group at the State College of Pennsylvania, which resulted in the installation of the Pennsylvania State Chapter on May 19, 1927. In less than five years, the membership of the fraternity had increased to a total of 535, of which 347 were active, 117 charter, 56 honorary, and 15 alumni members.

(The above is condensed from a short history of Chi Epsilon by W. A. Gurtler.)

In its 84-year history, four men have served Chi Epsilon as its Secretary-Treasurer for 72 of those years: Ray S. Owen (1928-52), John A. Focht (1958-1972), Dexter C. Jameson, Jr. (1972-92), and Robert L. Henry (1992-2006). One of Chi Epsilon’s founding members,
Harold T. Larsen, had a long-term and profound effect on the society. He served two terms as National Secretary-Treasurer in the early years, was a member of the Supreme Council in his late years, and was named Councillor Emeritus in 1958, and remained as such until his death in 1971. The Harold T. Larsen Award was established by the Conclave in 1976 to honor those members who have given “Outstanding Service to Chi Epsilon.”

In the first 35 years of its history Chi Epsilon had established 49 chapters. Since then the society has grown at a steady rate of 20 chapters per decade. Six chapters (Columbia, Illinois Tech, PlNY, NYU, SMU, and Yale) have become inactive.

The 22nd National Conclave was held at the University of Illinois, April 6-8, 1972. It was very appropriate for Chi Epsilon to return to the Illinois campus to observe the fiftieth anniversary of its founding. Fifty-eight of the then 78 active chapters had one or more delegates in attendance at this notable conclave. The membership of Chi Epsilon had grown to 28,500 by April, 1972.

The 25th National Conclave voted to change the name of our organization from Chi Epsilon Fraternity to Chi Epsilon. A total of 40,000 members had been initiated since the founding.

Prior to 1956 the Supreme Council had seven members consisting of the President, Vice President, Secretary-Treasurer, Editor, and three at-large Councillors. In 1956, the Conclave (held at Purdue University) changed Bylaws to create seven districts: Western, Midwestern, Southwestern, Southeastern, North Central, Mid-Atlantic, and New England. One Councillor was elected for each district. As the number of chapters increased and were distributed throughout the country geographically, the society adopted an eleven-district format, but since 1982 has used a ten-district organization.
The ten Councillors are elected by district caucuses at the conclave.

The 38th National Conclave voted to change the name of the Supreme Council to the National Council.

As of the 39th National Conclave, in 2006, the number of chapters had grown to 129, Chi Epsilon membership had exceeded 98,300, including 58 National Honor Members, and 2,205 Chapter Honor Members.
Constitution
of
Chi Epsilon

Preamble

We, the students, faculty, and alumni of the Department of Civil (and Environmental) Engineering at various colleges and universities, believing that a mark of distinction should be placed on the undergraduate who has upheld the honor of the department by high scholastic ability, and believing that a society with the broad principles of scholarship, character, practicality, and sociability would be an incentive to greater achievements in the civil engineering profession, do adopt this constitution as a guiding instrument for this organization.

ARTICLE I
Name

Section 1. The name of this organization shall be Chi Epsilon.

ARTICLE II
Objectives

Section 1. The objectives of Chi Epsilon shall be:

(a) To contribute to the improvement of the civil engineering profession as an instrument for the betterment of society.

(b) To recognize the fundamental characteristics of the successful civil engineer and to aid in the development of these characteristics.

(c) To encourage wherever possible any movement which will advance the best interest of engineering education; to actively support, where necessary; and to
institute procedures and practices for the improvement of the civil engineering departments at the schools at which chapters of Chi Epsilon are established.

ARTICLE III
Organization and Membership

Section 1. Organization.
Chi Epsilon shall consist of a National Council and of such chapters as have been or shall be regularly established in engineering schools and colleges, and of such alumni chapters as have been or shall be regularly established.

Section 2. Basis for Membership.
The selection of members shall be based upon Scholarship, Character, Practicality, and Sociability - the four primary requirements of a successful engineer.

Section 3. Chapter Membership.
Membership shall be chosen from among students duly registered in civil engineering, and students registered in directly associated civil engineering options. Membership shall be chosen from among students who have completed at least one-half of the work required for their bachelor's degree.

Section 4. Chapter Honor Membership.
Chapter Honor Membership shall be in recognition of outstanding professional accomplishment in the field of civil engineering.

Section 5. National Honor Membership.
Election to National Honor Membership shall be in recognition of outstanding professional accomplishment.
in the field of civil engineering and preeminent contribution to the object and purpose of Chi Epsilon by any of its duly initiated members. No more than two members per biennium shall be elevated to National Honor Member.

ARTICLE IV
Government

Section 1. Of the National Society.
(a) The government of Chi Epsilon shall be vested in a duly authorized National Conclave and a duly elected National Council.
(b) The National Conclave shall consist of the National Council, and an official delegation consisting of one active undergraduate or graduate member elected from each active chapter in good standing with the Society. Each official delegate attending the conclave and each member of the National Council shall have one vote.
(c) The National Council shall be composed of members of Chi Epsilon, none of whom shall be an undergraduate member, with the number established by the Conclave.
(d) The United States of America shall be divided into districts composed of geographically grouped chapters, with one member of the National Council selected as councillor from each district.
(e) A District Councillor for a specific district shall be elected by a two-thirds vote of the delegates from that district at a conclave. In the event a two-thirds vote cannot be obtained, the conclave shall elect the councillor by a majority vote.
(f) A conclave may elect other councillors from time to time.
(g) The president and vice president shall be elected from members of the National Council by the National Conclave. The remaining national officers shall be selected in accordance with the Bylaws.

(h) The National Conclave shall transact all business pertaining to Chi Epsilon except such as may be otherwise delegated. It shall have the authority to levy assessments on the chapters and members for its own support and that of the National Council.

(i) Between conclaves, the National Council shall have the power to conduct the business of Chi Epsilon and to interpret the Constitution and Bylaws.

(j) The National Council may designate up to four of its members as an Executive Committee to plan conclaves and make other recommendations to the National Council between council meetings.

Section 2. Of the Local Chapters.

(a) Each chapter shall have full control of its individual affairs, subject to the Constitution and Bylaws of Chi Epsilon.

(b) The officers of the local chapters shall be elected from the active members of those chapters.

(c) Each chapter shall have a Faculty Advisor, who shall be elected by the chapter. Faculty Advisors must be members of Chi Epsilon.

(d) New initiates will be selected and elected by the chapter, subject to the Constitution and Bylaws of Chi Epsilon.

ARTICLE V
Meetings

Section 1. National Conclaves and chapter meetings shall be held periodically for the purpose of transacting Chi Epsilon business.
Section 2. A National Conclave may be called by the National Council. Active chapters may petition the National Council for a National Conclave.

ARTICLE VI
Dissolution

Section 1. In the event of dissolution, the residual assets of the organization will be turned over to one or more organizations which themselves are exempt as organizations described in sections 501(c)(3) and 170(c)(2) of the Internal Revenue Code of 1954 or corresponding sections of any prior or future law or to the Federal, State, or Local government for exclusive public purpose.

ARTICLE VII
Methods of Amending

Section 1. This Constitution may be amended by a three-quarters vote of the official delegates and members of the National Council present at a National Conclave, followed by the ratification of three-quarters of the active chapters. The chapter ratification vote shall require approval of three-quarters of the total active membership of the chapter.
Bylaws
of
Chi Epsilon

ARTICLE I
Organization and Membership

Section 1. Chapter Designation.
Chapters shall be designated by the names of the colleges and universities at which they are located. Alumni chapters may be established and named according to their geographical location.

Section 2. Membership.
To become a member of Chi Epsilon a candidate must participate in a formal initiation ceremony. The three grades of membership are Member, Chapter Honor Member, and National Honor Member. No one shall be eligible for National Honor Member who has not been previously initiated as a Member or Chapter Honor Member.

Section 3. Member Eligibility.
(a) Undergraduate Students. To be eligible for membership, an undergraduate must rank scholastically in the upper one-third of his or her class in a curriculum leading to a baccalaureate degree in civil engineering or in a closely related curriculum. This requirement is to be considered the Sole scholastic criterion for membership, and it is Not the prerogative of the individual chapter to lower this criterion in any manner. The candidate must also satisfy the additional requirements specified in the Constitution, Article III, Sections 2 and 3.
A chapter may petition the District Councillor for authorization to waive the above scholastic requirements for a candidate due to mitigating circumstances.

(b) **Transfer Students and Second Degree Students**. A transfer student, or an advanced student who was previously enrolled in a non-civil engineering curriculum, may be eligible for membership provided he or she is ranked scholastically in the upper one-third of his or her class. The class standing should be based upon the grade point average earned at his or her current institution. Prior to consideration the candidate should have been registered in civil engineering or an allied curriculum for at least one academic year at the candidate's current institution. The candidate must also satisfy the additional requirements specified in the Constitution, Article III, Sections 2 and 3.

(c) **Graduate Students**. A graduate student who was initiated as an undergraduate may be an active member of the chapter at the school he or she is presently attending. A graduate student in civil engineering is eligible for membership provided the student has shown outstanding ability and has completed the equivalency of one-half of one academic year in the graduate program where the student is currently enrolled. The student must be nominated by a member of Chi Epsilon, endorsed by two Chi Epsilon faculty members, and elected by three-quarters of an election quorum.

Graduate student members may be considered as inactive members at the discretion of the chapter. However, if inactive status is desired, cause must be stated and approved by the chapter president and the faculty advisor.

(d) **Civil Engineering Alumnus** from an institution which had no chapter of Chi Epsilon at the time of his or her graduation, but presently has a chapter, may be eligible for membership in that chapter or another, if he
or she was graduated in the upper one third of his or her class, and fulfills all other requirements of an undergraduate candidate. If a student graduates and becomes eligible for membership at the same time, he or she shall be eligible for membership.

(e) Faculty. A faculty member who has shown outstanding qualifications as a teacher in civil engineering or an allied field and has exhibited experience and ability worthy of emulation by young civil engineers may be elected as a member of Chi Epsilon by meeting the following requirements:

1. A two-thirds vote of a quorum as defined by Article II section 2(a) is required to recommend to the National Council the conferring of chapter membership on an individual.

2. Approval of the National Council prior to the notification and initiation of the candidate for membership is required.

(f) Alumni chapters shall have no power to elect members; however, at the invitation of an active chapter, an alumni chapter should have the power to initiate duly elected honor members, subject to National Council approval.

(g) Election of members shall be by secret ballot of election quorum of the chapter, and shall be held within one month of the date when the list of eligible students shall become available. An election quorum shall consist of at least two-thirds of a chapter's active membership.

(h) No chapter shall initiate candidates prior to receiving authorization from the National Council.

(i) Active chapters may initiate eligible civil engineering students who attended colleges or universities that have an ABET/EAC accredited civil engineering curriculum, but do not have an active Chi Epsilon chapter. The approval of the District Councillor is required for each such prospective member prior to initiation.
(j) Alumni who were eligible for membership at graduation but were not initiated may be considered for membership at a later date.

Section 4. Chapter Honor Membership.

Chapter Honor Membership may be granted to anyone who, by virtue of his or her professional accomplishments in the field of civil engineering, has attained a degree of eminence in the profession, and who exhibited experience and ability worthy of emulation by young civil engineers. Requirements shall be as follows:

(a) The candidate shall possess a minimum of ten years experience in the civil engineering profession as a licensed professional engineer, or otherwise be identified as an eminent civil engineer by the National Council.

(b) A two-thirds vote of a quorum as defined by Article II section 2(a) is required to recommend to the National Council the conferring of chapter honor membership on an individual.

(c) Approval of the National Council prior to the notification and initiation of the candidate for membership is required.

(d) A Chi Epsilon member may be elevated to the position of Chapter Honor Member if the member meets the above three qualifications.

Section 5. National Honor Membership.

Members of Chi Epsilon, by distinguished and preeminent accomplishment in civil engineering, and in outstanding furtherance of the object and purpose of Chi Epsilon, are eligible for elevation to National Honor Membership. Preliminary nominations of candidates for National Honor Membership may be made by a Chi Epsilon chapter, a previously elevated National Honor Member, or by a member of the National Council. Such nominations must be submitted to each member of the
National Council. The National Council may elect the available nominations. The ceremony of elevation shall require the participation of at least three members of the National Council.

ARTICLE II
Government

Section 1. Of the National Society.

(a) Active chapters shall be those chapters that have initiated at least one new member in the immediate past biennium and have been certified as being in good standing by the National Council. A chapter declared inactive may be reinstated by the National Council upon proof that the chapter is capable of meeting all requirements of the Constitution and Bylaws.

(b) Inactive chapters may not initiate members into Chi Epsilon.

(c) A two-thirds representation of the chapters in good standing constitutes a quorum of a National Conclave. A simple majority of those eligible to vote as defined in Article IV, Section 1(b) of the Constitution shall be required to secure positive action on any main and subsidiary motion, as defined in the authorized rules of parliamentary procedure (Revised, Robert's Rules of Order (Newly Revised) 10th 1990 Edition). Those chapters not attending the conclave shall proxy their vote to another chapter in good standing, except that no chapter shall serve as proxy for more than one other chapter.

(d) The National Conclave shall be the final court of appeals in all matters, including but not limited to the interpretation of the Constitution and in all disciplinary actions.

(e) The National Council shall consist of elected members: District Councillors, Councillors Emeritus,
Councillors-at-Large. Each member of the National Council shall be entitled to one vote. The National Secretary-Treasurer shall not be a member of the National Council. In the event that the office of the National Secretary-Treasurer and the Editor of The Transit are combined, this single office will be called the Executive Secretary and the office holder shall not be a member of the National Council. In the event that a conclave elects a Councillor Emeritus and/or a Councillor-at-Large, each one shall vote as a regular member of the Council.

(f) The Councillors shall, in general, be elected to serve for two conclave periods (four years). The District Councillors shall have overlapping terms of office; one-half being elected at one conclave, and one-half at the next. One District Councillor shall be elected from each of the districts within the United States.

(g) In general, districts shall be equitably proportioned with respect to the number of chapters. If a disproportionate situation exists, the National Council is authorized to temporarily redistrict and to appoint an additional temporary councillor for each new district. Permanent redistricting shall be decided by the next National Conclave.

(h) In general, districts involved in redistricting are to be so arranged that the existing elected councillors shall continue to serve out their terms. If it appears appropriate to redistrict in such a manner that more than one existing elected councillor has their office within the proposed new district, action on such redistricting shall be deferred until the next National Conclave.

(i) On occasion, it may be in the best interest of Chi Epsilon for a councillor in one district to serve as the councillor to a chapter in an adjoining district. Such an arrangement is subject to mutual agreement between the two councillors involved and the president and faculty advisor of the affected chapter.

(j) The National Conclave shall elect from the members of the National Council a national President and
Vice-President for a term of two years. The number of
consecutive terms which can be served by the President
and Vice-President of Chi Epsilon shall be two terms in
their respective offices.

(k) At the conclusion of each National Conclave, the
National Council shall select an executive committee
consisting of the President, the Vice-President, the
National Marshal, and the immediate past President if a
member of the National Council. It shall be the duty of
the executive committee to review the routine operation of
Chi Epsilon and its employees, to approve investments,
and to make recommendations to the National Council on
the administering of the society, and to plan the National
Conclaves.

(l) The National Council shall elect a National
Secretary-Treasurer from the membership of Chi Epsilon.

(m) The National Secretary-Treasurer shall be paid a
salary, the amount of which shall be fixed by the National
Conclave.

(n) The National Council shall require an adequate
fidelity bond for the National Secretary-Treasurer, the
premium for which shall be paid from Chi Epsilon funds.

(o) The National Council shall elect an Editor of the
Transit from the membership of Chi Epsilon. If the Editor
of the Transit is not already a regularly elected member of
the National Council, the Editor can be made a member of
the Council by vote of the National Conclave.

(p) A National Marshal shall be selected by the
National Council from the regularly elected councillors.
The National Marshal shall be responsible for National
Conclave initiations and ritual ceremonies. In addition, he
or she will assemble and study all suggestions for
improvements in the Ritual, received from any custodian
of the Master Ritual and will be responsible for it being consistent with the other instruments of Chi Epsilon and will see that each chapter has the required number of current copies of the Ritual.

(q) A National Historian shall be selected by the National Council from among the regularly elected councillors. He or she shall maintain a complete and up-to-date file of The Transit and of all historical records of Chi Epsilon.

(r) The National Council shall make a report to the delegates before each National Conclave which shall include the financial statement, the minutes of the previous National Conclave, and a summary of the actions taken by the National Council since the last National Conclave. The detailed management of the affairs of Chi Epsilon shall be exercised by the National Secretary-Treasurer of Chi Epsilon acting upon authority from the National Council.

It shall be the duty of the National Council to collect and disburse through its National Secretary-Treasurer all assessments levied by the National Conclave. It shall publish all catalogues and the official publication of Chi Epsilon, issue all certificates of membership for newly elected members, and keep all official documents of Chi Epsilon.

(s) In the event of the resignation or death of any member of the National Council, the Council shall appoint a replacement to serve in the vacated position until the next National Conclave. At that time the National Conclave shall elect a Chi Epsilon member to serve the remainder of the term. Such a Councillor shall have the same qualifications as required for the original Councillor. In the event the President or Vice-President resigns or dies, the National Council shall select from its own members a replacement for that office.
Section 2. Of the Chapters.

(a) A quorum for the election of officers and/or members shall consist of at least two-thirds of the active membership of the chapter. A quorum for transactions by the chapter, other than elections, shall be governed by the chapter bylaws.

(b) The elected officers of each chapter shall consist of a President, Vice-President, Secretary, Treasurer, Associate Editor of The Transit, Marshal, and any other officers provided for in the chapter bylaws.

(c) For election to office, the candidate must receive a majority of votes cast. If no candidate receives the required number on the first ballot, the candidate with the lowest number of votes shall be dropped from the list and a new ballot taken; this procedure being repeated until one candidate receives a majority.

(d) A Faculty Advisor, a member of Chi Epsilon, is to be elected by the chapter for a term of two years, and may be re-elected any number of times. He or she is to act in an advisory capacity to the chapter, and the Faculty Advisor obligated to make the chapter officers aware of their duties. The Faculty Advisor shall serve as chair of the Chapter Trustees, and also as the custodian of the chapter's rituals and paraphernalia.

(e) All officers shall be elected once a year, or once a semester, at the discretion of the chapter.

(f) In the event of the resignation or death of any officer other than the President of the chapter, the chapter shall hold an election at the next business meeting to elect a replacement for the remainder of the term.

(g) No member shall be qualified to act as an officer in any meeting of the chapter until after taking the oath of office in accordance with the Master Ritual.

(h) The President shall have general supervision of all of the activities of the chapter, and shall preside at all meetings.
(i) The Vice-President shall, in the absence or disability of the President, assume the duties of President. Upon resignation or death of the President, the Vice-President shall become President.

(j) The Treasurer shall collect all fees, assessments, and all other money forthcoming to the chapter and act as custodian thereof, keep appropriate books and be prepared to report on finances of the chapter at each meeting; and audit, with the Faculty Advisor and the incoming Treasurer, the books and finances to insure proper order of the funds.

(k) The Secretary shall handle and keep a record of all transactions, business and correspondence; keep minutes of the chapter meetings to be presented to the chapter at the next meeting; maintain an active file of all members, addresses, and pertinent information; and inform all members of activities of the chapter.

(l) The Associate Editor of The Transit shall handle all publicity for the chapter, writing such reports as are required to be sent to the Editor of The Transit.

(m) The Marshal shall arrange and direct all chapter initiations and ritual ceremonies, instruct the members in their parts, and act as program chairman for all chapter functions other than business meetings.

(n) At least three Chapter Trustees, members of Chi Epsilon, are to be appointed by the Faculty Advisor, with the advice and consent of the chapter, to serve under the Faculty Advisor as Chair. Chapter Trustees shall serve for two-year terms, or until replaced, staggered at the discretion of the chapter.

A Chapter Trustee, a member of Chi Epsilon, shall serve as a replacement in an officer of the chapter during an initiation ceremony in case of the absence or disability of an officer, or because of the lack of the membership in the chapter.
ARTICLE III
Meetings

Section 1. National Conclave.
(a) The National Conclave shall meet every two (2) years, on the even years, unless otherwise directed by the National Council.
(b) The time and place of each conclave shall be fixed by the National Council.

Section 2. Chapters.
(a) The first meeting of each school year shall be held within one month after the school year begins.
(b) Regular meetings shall be held to conduct chapter business as needed.

ARTICLE IV
Motto, Insignia, Ritual, Awards

Section 1. The motto of Chi Epsilon is Chi Delta Chi, which symbolizes our English motto: Conception, Design, and Construction.

Section 2. The official badge of Chi Epsilon shall be a key made to resemble a full front view of an engineer's transit with the superimposed letters "XE" between the standards of the transit. In the space representing the objective of the transit, a red jewel shall be placed. The dimensions of the badges shall be filed in the office of the National Secretary-Treasurer.
(a) For members and Chapter Honor Members, the official badge of Chi Epsilon shall be made of yellow gold or a suitable substitute approved by National Council.
(b) For National Honor Members, the official badge of Chi Epsilon shall be made of white gold.
Section 3. Additional jewelry may be specified by National Conclave action and detailed in the Policy and Rules of Procedure of Chi Epsilon.

Section 4. The colors of Chi Epsilon are purple and white.

Section 5. The Ritual ceremonies are performed by the National Councillors, in person or by proxy. When no National Councillors are present for a given ceremony, duly elected chapter officers may serve as proxies for the appropriate National Council member of Chi Epsilon, to suit immediate circumstances. Any National Councillor being present at a ceremony may delegate his ritual positions to suit the prevailing circumstances.

Section 6. The Ritual is a part of the Bylaws of Chi Epsilon and the authority to initiate members into Chi Epsilon is derived from the Constitution.

Section 7. The Harold T. Larsen Award is given by Chi Epsilon in memory of Harold T. Larsen, a founding member of Chi Epsilon. To qualify for this award, the nominee must be a member of Chi Epsilon, must have shown outstanding service to Chi Epsilon, and must have adhered to the four pillars of Chi Epsilon - Scholarship, Character, Practicality, and Sociability.

Section 8. The James M. Robbins Excellence in Teaching Award shall be given to a faculty member who shows dedication to teaching in Civil Engineering or associated engineering fields.

Section 9. The District Scholarship Awards shall be given to an active Chi Epsilon member in recognition of a National Honor Member. Selection will be based on the four pillars of Chi Epsilon.
Section 10. The Certificate of Distinction may be awarded to those persons who have shown outstanding service to Chi Epsilon.

Section 11. The Arthur N.L. Chiu Award shall be given to recognize the contributions of outstanding faculty advisors. Arthur N.L. Chiu, Councillor Emeritus and Past President, served the University of Hawaii chapter as Faculty Advisor with distinction for 40 years.

ARTICLE V
Publications

Section 1. The official news publication of Chi Epsilon shall be The Transit. The Transit shall be published periodically under the direction of the National Council.

Section 2. Other publications of Chi Epsilon:
(a) The Constitution and Bylaws of Chi Epsilon
(b) Chi Epsilon Newsletter-a biannual publication
(c) Minutes of National Conclaves
(d) Policy and Rules of Procedure (PAROP)
(e) Councillor’s Handbook
(f) Ritual of Chi Epsilon (initiation ceremonies)
(g) Handbook for Faculty Advisors and Chapter Officers
(h) Regional Publications
(i) National Web Page

ARTICLE VI
Finance

Section 1. Receipts and Disbursements.
Initiation fees to be paid to the National Secretary-Treasurer by the chapter for each newly elected member shall be established by the National Conclave for each succeeding biennium. In case of emergency, the distribution of the national initiation fees as established by
Section 2. Disposition and Investment of Funds.

(a) The initiation fee shall be used to pay the proper expenses of the Chi Epsilon and to establish and maintain a Convention Fund. The Convention Fund shall be used to defray National Conclave expenses. The General Fund shall be used to defray expenses of District Councillors in visiting chapters in their district.

(b) All money received by the National Secretary-Treasurer shall be deposited in a federally insured bank or savings and loan institution which has been approved by the National Council.

(c) A cash balance, not to exceed that which is insurable by the Federal Deposit Insurance Corporation, shall be carried in any bank or savings and loan institution acting as depository for Chi Epsilon. The accounts shall be in the name of Chi Epsilon with the National Secretary-Treasurer authorized to make deposits and withdrawals.

(d) The National Secretary-Treasurer shall be empowered to invest funds of Chi Epsilon in securities, as trust funds, and also to sell or exchange such securities, after approval by the Executive Committee.

(e) Whenever the Convention Fund is insufficient to meet National Conclave expenses, the deficiency shall be prorated among the chapters. The methods of prorating a deficiency suffered by any National Conclave shall be determined by that National Conclave.

(f) At each National Conclave the National Secretary-Treasurer shall present to the delegates a financial statement which shall include a report by a certified public accountant of Chi Epsilon’s accounts and the records relating thereto. This statement and report shall be audited by a committee of the National Conclave.
(g) The fiscal year of Chi Epsilon shall be the calendar year.

Section 3. Financial Management.

(a) The National Secretary-Treasurer shall be responsible for the financial management of Chi Epsilon and hire such personnel necessary for routine operations.

(b) The National Council shall establish and initiate a model for the accounting procedures of Chi Epsilon. This model shall be included in the Policy and Rules of Procedure.

ARTICLE VII
Discipline

Section 1. Fines and Levies upon Chapters.

A chapter may be fined for any single reason stated in the following; each infraction subjects the chapter to a fine not to exceed $10.00 unless otherwise stated.

(a) Violation of, or failure to live up to, and comply with the Constitution and Bylaws of Chi Epsilon.

(b) The failure of a chapter to submit online to the National Secretary-Treasurer the Certificate of Initiation (Form 5) for each member within ten days after the candidate has been initiated.

(c) The failure of a chapter to submit online the names of new officers to the National Secretary-Treasurer within ten days after their installation (Form 4).

(d) The failure of the Associate Editor of The Transit to mail required materials to the Editor of The Transit by the date of deadline.

(e) The failure of a chapter to act within sixty days on the petition of a new chapter (excluding July & Aug).

(f) The failure of a chapter to send an official delegate or a proxy to the Conclave will result in a fine equal to the registration cost of one delegate. Exceptions, due to any extraordinary circumstances, may be approved by the National Council.
(g) An unauthorized initiation (a chapter conducting an initiation before receiving the authorization for the National Office) will result in a fine of $10.00 for the first offense and $50.00 for the second offense and any subsequent offenses.

Section 2. Probation of Chapters.
(a) The National Council shall have the power to place a chapter on probation and to remove a chapter from probation.
(b) A chapter may be placed on probation if it initiates candidates before receiving authorization from the National Council or for any single, combination, or accumulation of reasons for the imposition of fines as stated in Section 1 of Article VII of these Bylaws.
(c) A chapter may be removed from probation by the National Council, if, in the opinion of the National Council, the chapter has shown a willing and conscientious effort to perform its obligations and to rectify its past acts of negligence.

Section 3. Discipline of Active Members.
The discipline of a member shall be in the hands of the chapter, in accordance with that chapter's bylaws.
(a) An active member may be suspended by completion of the following procedure:
1. Signed charges must be brought by at least four active members.
2. A thorough investigation of the charges must be made, and the member so charged given an impartial hearing by the Chapter Trustees (as appointed in accordance with Article 11, Section 2(n) of these Bylaws).
3. If the Chapter Trustees find sufficient grounds, the matter must be voted on by the local chapter, and a four-fifths vote of the chapter upholding the charge, will result in suspension.
(b) A suspended member may appeal to the National Council and the National Council must act upon the matter prior to or during the next National Conclave.

Section 4. Discipline of a Chapter Officer.

The discipline of a chapter officer shall be in the hands of the local chapter and/or the National Council.

(a) Disciplinary action, including removal from position of an officer by the chapter, shall be the same as for a member as stated in Article VII, Section 3 of these Bylaws.

(b) The chapter officer whose dereliction adversely affects the operation of Chi Epsilon is subject to action by the National Council.

Section 5. Removal of Suspension.

A member suspended by a chapter may be reinstated by a four-fifths vote by that same chapter upon evidence satisfactory to the chapter that the circumstances bringing about the suspension have been rectified.

Section 6. Membership and Insignia.

Any member suspended by a chapter or the National Council shall not display a Chi Epsilon Certificate, wear any Chi Epsilon Insignia, or claim any affiliation with Chi Epsilon.

Section 7. Discipline of Inactive Members and Alumni Chapters.

All matters of discipline concerning inactive members and alumni chapters shall be the jurisdiction of the National Council.
Section 8. Conclave Attendance.
When a chapter fails to send a delegate to the National Conclave, the chapter must submit a proxy (See Article VII. Section 1(f)). Two consecutive failures to submit a delegate or a proxy will result in an appropriate disciplinary action at the discretion of the National Council.

Section 9. Discipline of District Councillor.
Any chapter may report its disapproval of its District Councillor and/or his actions to the National Council.

ARTICLE VIII
Committees

Section 1. The President of Chi Epsilon shall appoint, with the approval of the Executive Committee, prior to or during a National Conclave, such committees as he/she deems necessary for the conduct of business a National Conclave. Each committee shall have a member of the National Council as an adviser. The President shall charge each committee with its duties, and each committee is to submit a written report to the National Conclave.

Section 2. The President of Chi Epsilon may appoint from time to time committees of the National Council for the conduct of Chi Epsilon business between National Conclaves.

ARTICLE IX
Expansion

Section 1. Establishment of Chapters.
(a) A charter may be granted for the organization of a chapter at any college or university said institution meets the following qualifications:
1. The college or university must have an ABET/EAC accredited program in civil engineering or in a closely related curriculum which is approved by the National Council.

2. The petitioning group must assure Chi Epsilon that there will be a sufficient number of eligible students in succeeding years to assure the chapter’s viability.

   (b) There shall be a fee assessed for a charter for any new chapter, the amount of which shall be established by the National Conclave for each succeeding biennium.

   (c) The National Council shall investigate and make recommendations to the chapters as to the eligibility of the petitioning group as defined under Section 1(a) of this article. The recommendation, along with a summary of the petition for charter, shall be submitted to the chapters for final acceptance or rejection. This acceptance or rejection should be reported by each chapter to the National Council, by a date set by the National Secretary-Treasurer which will allow a chapter sixty days to review the petition.

   Unless one-fourth of the total chapters vote negatively, by the specified date, the chapter shall be admitted.

**ARTICLE X**

_**Policy and Rules of Procedure**_

**Section 1.** Chi Epsilon shall maintain Policy and Rules of Procedure (PAROP) which shall be the official interpretation of the Constitution and Bylaws.

**Section 2.** Recommended changes in PAROP shall be voted upon in the same manner as authorized in Article XI of the Bylaws.
**Section 3.** In the interim between National Conclaves, the National Council shall have the authority to issue tentative changes and/or additions to PAROP, subject to their ratification by the next National Conclave.

**ARTICLE XI**
**Methods of Amending Bylaws**

**Section 1.** These Bylaws may be amended by a majority vote of the official delegates and members of the National Council at a National Conclave.
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Location of Conclaves

Illinois Institute of Technology .......... July 4, 1924
University of Illinois .................... Oct. 30, 1926
University of Wisconsin-Madison ...... Nov. 3, 1928
University of Minnesota ................. Oct. 17, 1930
Pennsylvania State University ......... Nov. 18, 1932
University of Illinois .................... Dec. 15, 1934
Purdue University ........................ Dec. 5, 1936
University of Wisconsin-Madison Dec. 15, 1938
University of Iowa ........................ Dec. 5, 1940
Purdue University ......................... Feb. 21-22, 1948
North Carolina State University Feb. 24-25, 1950
Illinois Institute of Technology, Sept. 12-13, 1952
Cornell University ....................... Apr. 8-10, 1954
Purdue University ......................... Feb. 22-25, 1956
Michigan State University ............. Feb. 20-22, 1958
Michigan Technological University .... Apr. 21-23, 1960
University of Illinois .................... Feb. 22-24, 1962
University of Missouri-Rolla .......... Feb. 20-22, 1964
University of Nebraska ................. Feb. 17-19, 1966
University of Tennessee ................ Apr. 11-13, 1968
University of Michigan .................. Mar. 2-14, 1970
University of Illinois .................... Apr. 6-8, 1972
Ohio State University .................. Apr. 4-6, 1974
University of Missouri-Rolla ........ Apr. 3-5, 1976
University of Texas-Arlington ......... Mar. 10-13, 1978
University of Kentucky ................. Mar. 27-29, 1980
University of Wisconsin ............... Apr. 1-4, 1982
University of Pittsburgh ............... Mar. 29-31, 1984
Michigan State University ............ Apr. 2-5, 1986
Purdue University ....................... Apr. 7-9, 1988
University of Tennessee ................ Apr. 19-21, 1990
Texas A&M University ..........Mar. 12-14, 1992
Arizona State University......... Mar. 3-5, 1994
University of Kentucky.......... Mar. 7-9, 1996
University of Illinois......... Mar. 19-21, 1998
University of Wisconsin-Madison...Mar. 2-4, 2000
University of Maryland......... Mar. 7-9, 2002
Purdue University.................. Mar. 4-6, 2004
University of Missouri - Rolla ....Mar. 9-11, 2006
Charter Members of 
Chi Epsilon 
(All deceased)

Robert A. Black
William August Gurtler
Harold Theodore Larsen
Lorenz George Straub
W. Wayne Wallace
Vivion N. Rehnquist
Godfrey W. Larson
Martin E. Jansson
Lloyd G. Signell
Edwin R. Koehier
Everett W. Smith
Robert R. Mills
Joseph E. Jewett
George E. Catlin, Jr.
David Stewart
Melvin W. Bruns
Russell G. Cone
A. L. R. Sanders
Fred W. Scheineman
Ralph E. Naylor
Herman W. Stein
Milton M. Olander
John P. Thompson
Robert F. Moore
Ira O. Baker (Honorary)
National Honor Members Of Chi Epsilon

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Abel Wolman*  1971
Louis R. Howson*  1972
John A. Focht*  1972
Roland P. Davis*  1972
Daniel V. Terrell*  1972
Lief J. Sverdrup*  1976
Ralph E. Fadum*  1978
Phil M. Ferguson*  1980
Oscar S. Bray*  1982
Ralph B. Peck  1984
Hunter Rouse*  1985
Linton E. Grinter*  1986
Leland J. Walker  1988
William M. Sangster*  1990
Stephen D. Bechtel, Jr.  1990
Fred J. Benson*  1992
Jack E. Cermak  1994
Chester P. Siess*  1994
Mario Salvadori*  1996
T.Y. Lin*  1996
William J. Hall  1998
John A. Focht, Jr.  2000
Luther Graef  2002
William LeMessurier  2004
Robert D. Bay  2006
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26-28    William A. Gurtler*
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84-86    Olin K. Dart, Jr.
86-88    Arthur N. L. Chiu
88-90    Arthur N. L. Chiu
90-92    Eugene A. Glysson
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<td>92-94</td>
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<td>Dennis R. Hiltunen</td>
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<td>04-06</td>
<td>Thomas B. Nelson</td>
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</table>
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2006-2008

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1952-60    Michael Spronck
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1972-86    Dexter C. Jameson, Jr.
1986-Present    Neil J. Rowan
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<td>Arno T. Lenz*</td>
<td>University of Wisconsin-Madison</td>
<td>1977</td>
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<td>Franklin T. Matthias*</td>
<td>University of Wisconsin-Madison</td>
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<td>James M. Robbin</td>
<td>New Jersey Institute of Technology</td>
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<td>Warrant G. Keith*</td>
<td>University of Alabama-Tuscaloosa</td>
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<td>Arthur N. L. Chiu*</td>
<td>University of Hawaii</td>
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<td>I. W. Santry*</td>
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<td>Robert B. Harris*</td>
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<td>Samuel L. DeLeeuw</td>
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<td>Dexter C. Jameson, Jr.</td>
<td>University of Tennessee</td>
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* Deceased
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<tr>
<th>Recipient</th>
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<td>Jack T. Painter</td>
<td>Louisiana Technological University</td>
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<td>Siegfried Holzer</td>
<td>Virginia Polytechnic Institute</td>
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<td>Thomas M. Petry</td>
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<td>Vincent P. Drnevich</td>
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<td>Wesley P. James</td>
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<td>Edward A. Nowatzki</td>
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<td>San Jose State University</td>
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<td>Dan E. Branson</td>
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<td>Farrel J. Zweneman</td>
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<td>Donald R. Snethen</td>
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<td>James E Bolluyt</td>
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<td>David Bloomquist</td>
<td>University of Florida</td>
<td>2006</td>
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*Deceased

### ARTHUR N.L. CHIU AWARD

“Excellence in Faculty Advising”

(Selected at each Conclave)

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<td>Thomas B Nelson</td>
<td>University of Wisconsin-Platteville</td>
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<td>David M. White</td>
<td>University of Alaska-Fairbanks</td>
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<td>A. Ramachandra Rao</td>
<td>Purdue University-W. Lafayette</td>
<td>2006</td>
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