Mu Pi Chapter of Kappa Kappa Psi

Guide to Membership Education
Why Do We Have an Education Program?

Congratulations on becoming a prospective member of Kappa Kappa Psi at the University of Oregon. This book will be your resource and passport on your journey towards becoming active member of the fraternity. It is designed to be used in complement to the National Guide to Membership Education, and includes information on the National Headquarters, the Western District, the University of Oregon, and the Mu Pi Chapter. By the time you become an active member, you will be enlightened to a wealth of information about your school, your chapter, the fraternity, and its sister sorority, Tau Beta Sigma. Every member of Kappa Kappa Psi has learned this material, and every future member will as well. In time, you may be responsible for passing this information along to a new generation of brothers. It is a time-honored and tested tradition of excellence and the continuity of information – the perpetual lighting and re-lighting of the flame of knowledge.

Why is this necessary? Kappa Kappa Psi is considered an “honorary” fraternity, meaning that its membership is reserved for those band members who exhibit extraordinary qualities that will serve the fraternity, the band program, and the community at large. As in any honorary society, those admitted fulfill requirements and qualifications that the average person does not. It is an honor to be selected as a member of Kappa Kappa Psi, one that presents both rewards and challenges. One of the challenges of becoming a member is this process of learning about the practices traditions, history, and values of the organization. Membership education ensures that all members have an equal understanding of chapter operations and the culture of the fraternity. Having a solid common base of knowledge strengthens and solidifies the group, so that it can achieve to highest ability. Learning about the rich pasts of the fraternity, the university, and the chapter promotes pride in these aspects of a student’s life.

Objectives and Purposes of Education

The fundamental purpose of the Membership Education Program (MEP) is to develop good Brothers who will contribute positively to the chapter, the band program, and the fraternity. This primary mission is accomplished by focusing on several educational objectives: appreciation for Kappa Kappa Psi, promotion of the college and university band program, leadership development, and brotherhood.
 Appreciation for Kappa Kappa Psi

Through in-depth examination and discussions of fraternal history, organization, and structure, prospective members learn about the mission, vision, and purposes of Kappa Kappa Psi. Lessons within the MEP acquaint individuals with national, district, and chapter leadership, various programs and activities, and the long-term direction of the fraternity. This educational objective is designed to instill a profound appreciation for Kappa Kappa Psi and all the benefits that membership has to offer.

 Promotion of the College and University Band Program

Kappa Kappa Psi was created to serve collegiate band programs. Prospective members learn about the variety of musical opportunities and service projects available to promote college and university bands. This educational objective is designed to familiarize individuals with the band program and to illustrate how members can apply their musical talents and other skills to its continual existence and development.

 Leadership Development

Prospective members will become familiar with several leadership techniques and strategies. Individuals learn communication and conflict management skills and gain the ability to apply these lessons within the band program and the fraternity. The purpose of this educational objective is to introduce a variety of leadership skills to increase proficiency in this area.

 Brotherhood

Developing group cohesiveness within both the membership class and the chapter is vital to the continued success of Kappa Kappa Psi. Prospective members learn about the importance of the group dynamic and become acquainted with chapter operations so as to better contribute their individual talents. The educational objective is designed to include prospective members within the chapter and not keep them isolated from the active brothers.
# Table of Contents

Membership Education Calendar 5

**Session 1: The Basics** 6
- Creed 6
- Mission statement 6
- Code of Conduct 6

**Policies** 7
- Hazing Policy 7
- Discrimination Policy 9
- Controlled Substance Policy 10

**Preamble** 11

**First Purpose** 11
- Membership Status 11

**Greek Alphabet** 14

**Session 1 Study Guide** 15

**Session 2: National Level Org.** 16
- Second Purpose 16
- Structure of KKPsi 16
  - National Council/National Chapter 16
  - Board of Trustees/National Corp. 16
  - Executive Director 17
  - National Headquarters 18
  - Founding Fathers 19
  - Bohumil Makovsky 19
  - National Convention 20

**National Programs** 20
- Leadership Training 20
- AEA Scholarship 20
- National Intercollegiate Band 20
- Commissioning Programs 21
- The Podium 21

**Session 2 Study Guide** 22

**Session 3: District Level Org.** 23
- Third Purpose 23
- Six (plus one) Districts 23
- **The Western District** 24
  - District Officers/Governors 25
  - District Convention 27
- Other District Events 27

**Session 3 Study Guide** 29

**Session 4: Chapter Level Org.** 30
- Fourth Purpose 30
  - Mu Pi Founding Fathers 30
  - Responsibilities of Chapter Off. 32
  - Current Chapter Officers 33
  - Band History 33
  - Chapter History 37

**Session 4 Study Guide** 38

**Session 5: Additional Info.** 39
- Fifth Purpose 39
  - Ten tips for effective leadership 39
  - Myths of leadership 40
  - Types of leadership 41
  - E.D.G.E. 42

**Tau Beta Sigma** 43
- Alumni Information 44
- Fraternity Song 45

**Session 5 Study Guide** 47

**Session 6: Brah-hood** 48
- KKPsi Hymn 49
- Brotherhood 50

**Study Guide for the National Test** 51

**National Constitution** 52
Membership Education Calendar

First session: Basics
KKPsi Creed
KKPsi Mission Statement
KKPsi Code of Conduct
Hazing Policy (Hazing workshop)
Discrimination Policy
Controlled Substance Policy
Membership Status and annual dues
Greek Alphabet
Preamble and First Purpose

Second Session: National
Second Purpose
Structure of KKPsi
National Council
National Chapter
Board of Trustees/ National Corp.
National Officers
Executive Directors
National Headquarters
Founding Fathers and Boh.
National Convention
National Programs
NIB
Commissioning Programs
Awards
First Quiz!

Session Four: Chapter
Fourth Purpose
Chapter Founding Fathers
Band History
Chapter History
Chapter Officers and Sponsors
Third Quiz!

Session Five: Additional Information
Fifth Purpose
Leadership Styles
Tau Beta Sigma
Alumni Info
KKPsi Song
Fourth Quiz!

Session Six: Brah-hood
KKPsi Hymn
Brotherhood
Fifth Quiz!

Session Seven: National Test
National Test!!!

Session Three: District
Third Purpose
Districts
Chapters in our District
District Officers/Governors
District Publication/ Programs
District Convention/ Events
Second Quiz!
Session 1: The Basics

Kappa Kappa Psi Creed

We, the brothers of Kappa Kappa Psi, believe that service to the college or university band program fosters responsibility, loyalty, and leadership; that a spirit of brotherhood is enhanced by the participation in a band program; that music is a universal language and truly the greatest of the arts; and that through fraternal participation, each member will strive for the highest.

Kappa Kappa Psi Mission Statement

Kappa Kappa Psi is a fraternal organization that promotes the advancement of college and university bands through dedicated service and support to bands; comprehensive education; leadership opportunities; and recognition; for the benefit of its members and society.

Kappa Kappa Psi Fraternal Code of Conduct

Brothers of Kappa Kappa Psi are looked to as role models and leaders by other members in the band and on campus. We can never know who is watching our actions or who will be affected by our deeds. It is therefore essential that we present positive qualities at all times. Being a Brother is not a part time commitment. As such, the example we set should shine constantly to inspire others. The following qualities define Brothers of Kappa Kappa Psi. These qualities described Bohumil Makovsky, our Guiding Spirit. By following Boh’s example, we will teach and inspire others, as he taught and inspired our Founding Fathers.

Honor: Brothers should conduct themselves with honor at all times. Our service to college and university bands serves as an example to others. We should take pride in these accomplishments and not let anything tarnish our honorable reputation. Integrity The character of our brotherhood is based upon the principles of decency and sincerity. Our impeccable integrity lets others know we can always be trusted to keep our word.

Respect: Respect for others is a cornerstone of Kappa Kappa Psi. Our diverse membership is an asset that cannot be taken for granted. Using this strength to our advantage requires respect for others and their points of view. In return, we earn the respect from others by treating them as equals.
Loyalty: Service to band programs and the Fraternity require people who are devoted to those organizations. Working together is the key to achieving our goals. Being loyal and dependable is therefore essential to our success.

Policies

National Policy on Hazing

The concept of hazing in educational and social activities is against our belief and purpose. The Membership Education Program should be designed and well-planned to capture the enthusiasm of the prospective members and develop a commitment of their part to the Fraternity – by teaching them – by helping them participate – by keeping them feeling needed and wanted – by guiding them to maturity and growth.

The Kappa Kappa Psi Fraternity neither approves of nor is responsible for actions of members of local chapters which may result in injury to persons of damage to property. Hazing is defined as any actions taken or situation created, intentionally or unintentionally, to produce mental or physical discomfort on or off campus involving members and/or prospective members, which may cause embarrassment, harassment, or ridicule.

“Any action taken or situation created that produces mental or physical harm, discomfort, embarrassment, harassment, or ridicule. Such activities may include but are not limited to the following: use of alcohol, paddling in any form, line ups for the purpose of intimidation, creation of excessive fatigue, physical and psychological shocks, quests, treasure hunts, scavenger hunts, unnecessary road trips, wearing of public apparel which is conspicuous and not normally in good taste, engaging in public stunts and buffoonery, morally degrading or humiliating games and activities, and any other activities which are not consistent with academic or musical achievement; Kappa Kappa Psi/Tau Beta Sigma law, ritual or policy; or the regulations and policies of the educational institution, band program, or applicable state law.”

The following list is not all inclusive but gives examples of the kinds of activities/actions what are strictly prohibited. Forcing, requiring, or expecting prospective members or initiated members to participate in any of the following actions or activities is explicitly prohibited:

1. Expecting participation in any activity in which initiated members themselves will not participate.
2. Drinking alcohol or any other substance
3. Using any drug, narcotic, or controlled substance
4. Eating spoiled foods, raw onions, goldfish, or anything a reasonable person would not eat.
5. Dropping food or other substances (eggs, grapes, liver, etc.) into another person’s mouth
6. Tying a person to a chair, pole, anchor, tree or any other object or to another person.
7. Causing fatigue through physical or psychological shock
8. Branding
9. Paddling of any nature
10. Performing physical exercise (sit-ups, push-ups, runs, rolling up or down hills, crab-walk, etc.) except in the case of organized sports and marching band activities.
11. Pushing, shoving, tackling, or any other physical abuse not associated with organized sports.
12. Throwing anything (whipped cream, garbage, water, paint, etc.) at a person or a group of people.
13. Exposing oneself indecently or appearing nude or in some way that is considered by a reasonable person to be offensive.
14. Verbally addressing prospective members in a demeaning manner.
15. Misleading prospective members in an effort to convince them that they will not be initiated or that they will be hurt during initiation.
16. Carrying any items (shields, paddles, bricks, etc.) that serve to constructive purpose or that are designed to punish or embarrass the carrier.
17. Waking prospective members at odd intervals or permitting fewer than six continuous hours of sleep each night.
18. Conducting membership education activities between the hours of 1 a.m. and 7 a.m.
19. Participating in or conducting line-ups (active or prospective members, separate from members, in order to answer actives’ questions).
20. Conducting activities that do not allow adequate time for study and/or attending class.
21. Wearing apparel or accessories that are conspicuous and in bad taste or wearing items that cause discomfort.
22. Wearing more or less clothing that the temperature or weather indicates.
23. Defacing property (trees, grounds, buildings, cars, etc.).
24. Stealing any property (composites, trophies, etc.)
25. Compelling a person or group to remain at a certain place or transporting a person or group anywhere without their consent (road trips, kidnaps).
26. Assigning or endorsing pranks (stealing, panty raids, harassing another organization, etc.).
27. Acting like animals or objects.
28. Engaging in public/private stunts or buffoonery that causes mental or emotional trauma and/or injury to any individual.
29. Yelling a prescribed phrase or chant, as an expectation or the Membership Education Program, when entering, passing through, or leaving any building.
30. Intentionally “trashing” any area for the purpose of annoying others or for having others clean the “trashed area”.
31. Disallowing prospective members to speak, as an expectation of the Membership Education Program, with the exception of exams or rituals.
32. Performing marching maneuvers individually or as a part of the Membership Education Program.
33. Blindfolding and parading individuals in public areas or privately conducting blindfolding activities that serve no constructive purpose, with the exception or when entering the ritual room immediately prior to the beginning or the ritual or joint ceremony.
34. Having prospective members perform personal chores or errands under the treat of negative repercussions.
University of Oregon

Guide to Membership Education

35. Placing or receiving phone calls or answering doors with a prescribed chant, riddle, song, or rhyme.

36. Having only prospective members perform wakes and phone duty.

37. Allowing prospective members to use only a particular door when entering or leaving any building or to use only a certain stairway within a building.

38. Conducting quests, treasure hunts, scavenger hunts, paddle hunts, big or little sibling hunts, or walk-outs in a manner unrelated to membership education.

39. Entering or leaving any building in a dictated manner (hand over hand, backwards, crawling, sideways, etc.)

This chapter shall hold a hazing workshop prior to First Degree. This workshop will inform prospective members of the hazing policy, the chapter Membership Education Program, and a line of communication to follow if the prospective members feel hazing may be occurring. A recommendation for the line of communication is to first contact someone in the prospective member’s chapter (i.e. chapter vice president in charge of the Membership Education Program or big sibling, etc.), followed by the sponsor and director of bands, then the district governor or counselor. The National Headquarters will be made aware of any reports of hazing and will act appropriately. The chapter should understand that their charter will be revoked if hazing is found to be occurring.

It is suggested that the following six questions be asked about a particular activity:

1. Will the activity achieve one or more of the predetermined goals of the Membership Education program?
2. Would you be willing to tell your chapter sponsor about the activity?
3. Would you be willing to perform this activity in front of a university administrator?
4. Would you be willing to send the parents of the prospective member(s) involved a snapshot of this activity?
5. Would you feel ridiculous doing this activity?
6. Would you be willing to share a written description of this activity for other chapters to use?

If there is the slightest question in anyone’s mind about the activity, there is a quick and definite answer: Don’t do it. It’s hazing.

National Policy on Discrimination

The Kappa Kappa Psi Fraternity expressly prohibits discrimination by any component part of the Fraternity and Sorority or by any person acting on behalf of the organizations
on the basis of race, national origin, gender, religion, handicap, sexual orientation, or marital status.

National Policy on Controlled Substances

1. The possession, consumption, and distribution of alcoholic beverages by a chapter or colony at any function given in the name of or for the local benefit of Kappa Kappa Psi Fraternity or Tau Beta Sigma Sorority shall be strictly prohibited.
2. There shall be no sale of alcoholic beverages by a chapter or colony (including professional ballgame concessions stands).
3. Chapter or colony funds shall at no time be used to purchase alcohol (including professional ballgame concessions stands).
4. No chapter or colony shall sponsor or co-sponsor any activities which are classified as an “open-party” that is characterized by unrealistic and/or public access to alcoholic beverages.
5. No chapter or colony may co-sponsor an event with an alcohol distributor, charitable organization, or tavern (tavern defined as an establishment generating more than half of all annual gross sales from alcohol) where alcohol is given away, sold, or otherwise provided to those present.
6. No member and/or prospective member shall permit, tolerate, encourage, or participate in “drinking games” at any chapter activity or function.
7. No alcohol shall be present at any prospective membership, pre-initiation, or initiation activity of the chapter.
8. The Fraternity and Sorority directs its chapters to implement a membership recruitment program involving non-alcohol activities.
9. Chapters are directed to develop a comprehensive alcohol awareness program of education on the responsibilities and liabilities of alcohol possession, consumption, and distribution.
10. The Fraternity and Sorority directs its chapters to develop a balanced social program which incorporates creative, non-alcohol oriented programming.
11. The chapter executive committee is directed to supervise the design and implementation of the chapter’s social programs so that they conform to the spirit of this policy. It is further directed to take corrective and/or disciplinary measures when warranted on any individual who negatively affects the well-being of the chapters through the use of alcoholic beverages.
12. The possession, consumption, and distribution of illegal drugs by a chapter or colony at any function given in the name of or for the local benefit of Kappa Kappa Psi Fraternity or Tau Beta Sigma Sorority shall be strictly prohibited.

The Kappa Kappa Psi Fraternity and Tau Beta Sigma Sorority base their position upon recognition that clear evidence exists that the abuse or illegal use of controlled substances can erode the foundations of fraternalism and diminish the complete attainment of the goals and objectives of the organizations and the educational community.
Preamble

Be it known that Kappa Kappa Psi, National Honorary Fraternity for College Bandmembers, is an organization operating exclusively in the field of the college and university bands, and for the following several purposes:

First Purpose

To promote the existence and welfare of the college and university bands and to cultivate at large a wholesome respect for their activities and achievements.

Membership Status

Active Member

Active members of the Fraternity shall be registered students and members of the college or university band program who have been formally initiated after the completion of the Membership Education Program of the Fraternity. All annual dues and fees must be paid up to date to maintain active membership in the Fraternity. It shall be the duty of each active member to attend all meetings; to pay promptly all financial obligations; to become acquainted with the National, District, and Chapter Constitutions; to understand the history of Kappa Kappa Psi; and to support the efforts and purposes of the Chapter and Fraternity.

Fees: Actives pay 85 dollars a year.

Associate Member

Associate membership shall be granted to members of Tau Beta Sigma who have transferred to a college or university which does not have an active Tau Beta Sigma chapter, and who meet the transfer requirements as defined in the Kappa Kappa Psi Transfer Policy. Before becoming eligible for Associate membership conditional status shall be granted for a period not to exceed thirty (30) days, during which the member shall enter an orientation period to become familiar with the principles of Kappa Kappa Psi and the operations of the local chapter. At the end of the orientation period, the member may request Associate status. Associate members shall have all the rights, privileges, and responsibilities associated with Active membership.
Fees: Associate Members pay 85 dollars a year.

**Conditional Member**

Conditional status in the Fraternity may be requested by an active member when that member cannot, without undue hardship, continue to meet the requirements for active status. The request shall be in writing and shall state the specific reasons for requesting conditional status. To become effective, the member shall have paid national member dues for the current academic year. The request shall be approved by a majority vote of the chapter, with approval of the sponsor/director of bands. Conditional status shall not be maintained for more than one (1) year. Conditional members may, at the discretion of the local chapter, attend Chapter meetings, District and National Conventions and events, participate in Ritual, participate in chapter fundraisers and service projects and attend chapter social functions. Conditional members shall not hold office, propose candidates for membership, introduce business, vote on any matters, or act in the capacity of a big brother. The chapter cannot request or force a member to take Conditional status.

Fees: Conditional Members pay 85 dollars a year.

**Inactive Member**

Inactive members are former active members who are enrolled in school but do not pay member dues. Inactive members have no privileges of Fraternity membership. Inactive members may not participate in any Fraternity business, projects, or activities. To return to active status, said member must request in writing of the local chapter. Upon approval by the local chapter and sponsor, and payment of all financial obligations to the National Headquarters and the local chapter, said member shall be returned to active status. If a member pays dues and then does not participate, the chapter cannot vote them Inactive. This status is only for non-dues paying members.

Fees: Inactive Members pay 0 dollars a year.

**Alumni Membership**

Alumni members of the Fraternity shall be those Active, Associate, or Conditional members of the Fraternity who have completed their education or who have terminated their affiliation with their college or university. Any alumni member shall have all privileges of an active member, except those of voting and introducing business. In the event an alumni member wishes to reactivate with the respective chapter, said alumnus must be registered as a student, be an active member of the institution's band, and meet requirements as an active member of the local chapter. Members can only become
Alumni by one of the two ways described herein; a chapter cannot vote a member Alumni.

Fees: Alumni Members pay 50 dollars a year. (Life Members pay no dues)

**Life Membership**

Life Membership, along with privileges of such, shall be granted to any Alumni member upon payment of a Life Membership contribution, the amount to be set by the National Chapter, along with an application to the National Headquarters. The privileges of a Life Member include:

- A lifetime membership in the Kappa Kappa Psi Alumni Association.
- A life subscription to The PODIUM.
- Discounts offered by the National Headquarters on selected merchandise or events. (To be announced as they occur).
- Eligibility for appointments as deemed necessary by the National Council.
- All privileges granted by the National Constitution.

Fees: Onetime fee of 500 dollars.

**Honorary Members**

Honorary members of the Fraternity shall possess the same general qualifications as active members except that they shall not necessarily be regularly enrolled in the college or university where the chapter is located nor possess any qualifications as musicians. They shall be generally recognized as outstanding in their field of endeavor or shall have performed outstanding service for the college or university band or Fraternity. Honorary members are eligible for Life Membership privileges in the Fraternity without further obligations.

Fee: Onetime fee of $30 dollars
## Greek Alphabet

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Session 1 Study guide

Everything you need to know about the first quiz is listed here. Information not in this book will not be covered, but don't limit yourself to this study guide.

-Preamble

-First Purpose (You should know this word for word)

-Creed

-Mission Statement

-Code of Conduct

-National Policies

-Membership Status's

-Annual Dues

-Greek Alphabet
Session 2: National Level Organization

Second Purpose

To honor outstanding band members through privilege of membership extended as a reward for technical achievement and the appreciation of the best in music.

Structure of Kappa Kappa Psi

National Council/National Chapter

The National Chapter is defined by the National Constitution here, “The Governing body of Kappa Kappa Psi Fraternity shall be the National Chapter, composed of all active chapters of the organization meeting in regularly called conventions.” This governing body comes together every two years at the National Convention. This body is made up of every single chapter that can make it to the National Convention. Either a Chapter President, or a representative from another chapter will be a member of the National Chapter that votes for the new National Council, and other matters that deal with the running of the Fraternity.

The National Council is made up of elected members that are voted in during National Convention. The council includes the President, VP of Colonization and Membership, VP for Programs, VP for Student Affairs, VP for Professional Relations, the Immediate Past President, and the Board of Trustees Chairperson. Both the Immediate Past President and the Board of Trustees Chairperson have the status of an ex officio, non-voting member of the Council. The National Council is the governing body of the Fraternity between National Conventions.

Board of Trustees/National Corporation

The Board of Trustees and National Corporation are most easily defined by the National Constitution here, “2.101 The Corporation has jurisdiction over all component parts of the Fraternity. The Corporation shall represent all component parts of the Fraternity through its Board of Trustees. The Board of Trustees shall consider all issues of national policy, alumni, public relations, legal matters, and internal problems of the Fraternity, which are referred to it by the National Council. Except in matters determined by a Court of Law, the decision of the Board of Trustees is final. In any instance in which a component fails to function at the national level, the Board of Trustees shall take steps necessary to return matters to normal.”
2.102 The Corporation shall be represented in all matters by a Board of Trustees comprised of six (6) voting members; five (5) members at large, and the Immediate Past National President. The current National President is an ex officio, nonvoting, member of the Board of Trustees.

2.103 The Board of Trustees shall have final jurisdiction in all actions and matters of controversy affecting the Fraternity.

2.104 The National Chapter, assembled in convention, shall elect as many at large members as required to fill expiring terms or vacancies on the Board of Trustees. The Chairperson of the Board shall be elected by the six (6) members of the Board.”

Essentially, the National Corporation and the Board of Trustees are one in the same. The Board was created to work with the National Council on matters between National Convention.

**Executive Director**

The National Executive Director and his duties are best described by the National Constitution here, “1.106 The National Executive Director shall be employed as the National Administrative Officer of the Fraternity by the National Council and shall be paid a monthly salary as recommended by the National Council and approved by the National Chapter.

1.107 The National Executive Director shall be a member ex officio of each committee without vote and shall be responsible for the production of all publications of the Fraternity. In addition to the above, the National Executive Director shall monitor the activities of all members of the Fraternity by chapter and district, and shall direct the maintenance of individual chapter and district records of monies received and disbursed.

The National Executive Director shall supervise the receipt of all chapter reports and correspondence, prepare and issue all necessary forms and stationery for the transaction of all business of the Fraternity, and shall be the Fraternity’s representative in all contacts with the official jeweler and, as such, shall receive and have charge of requisitions for jewelry and membership certificates received from the individual members and chapters. The National Executive Director shall authorize all checks for the disbursement of money, charters, membership certificates, documents of business, and shall prepare a written report in detail of the condition of the Fraternity for presentation at each regularly called National Convention and such other reports as may be required from time to time by the National Council.”

The Executive Director is essentially the “Treasurer” of the Fraternity, except with a lot more duties all rolled into one. The Executive Director from 1996 to present day is Alan L. Bonner. He is only the eighth Executive Director to be employed by the Fraternity since its first Executive Director was employed in 1925.
National Headquarters

The National Headquarters is located in the Stillwater Station at Stillwater, Oklahoma. “For many years, the National Headquarters of Kappa Kappa Psi and Tau Beta Sigma was located in the Seretean Center for the Performing Arts on the campus of Oklahoma State University in Stillwater, Oklahoma. In November 1991, the National Headquarters moved from the Seretean Center to Stillwater Station. Stillwater Station, a former Santa Fe Railway Depot, was purchased by the Fraternity and Sorority from a group of five Stillwater citizens who had bought the station at auction in order to insure that it be preserved. Three of these men are alumni of the Alpha Chapter of Kappa Kappa Psi.

The original plans for Stillwater Station are dated June 15, 1911. Construction of Stillwater Station was completed in 1917 with a formal dedication ceremony in 1918. Stillwater Station was listed on the National Register of Historic Places by the United States Department of the Interior, National Park Service, on March 3, 1980.

Stillwater Station provides Kappa Kappa Psi and Tau Beta Sigma with ample office space, a conference room, work room, storage space, and the National Archives. The purpose of the National Headquarters is to coordinate the activities of the Chapters and Colonies of Kappa Kappa Psi and Tau Beta Sigma and to serve the needs of Active members from across the nation. The National Headquarters is the link between these chapters and colonies and a source of continuity for the two organizations.

The services of the National Headquarters fall into four categories, all of which overlap: Administrative Services, Fiscal Management, Record Keeping, and Publicity and Promotion.

- Collection and dissemination of data by acting as a clearing house for chapter and colony activities and projects.
- Consultation on activities, programs, operations, and constitutional interpretation at the Chapter, District and National level.
- Preparation and distribution of forms, brochures, pamphlets, and reports which help to improve the efficiency of chapter, district, and national operations.
- Collection and disbursement of annual dues, initiation fees, charter fees, and jewelry and supplies sales. Your Executive Director manages the budget approved at each National Convention and is accountable to the National Chapter through the National Councils.
- Provides, safeguards, and contracts the manufacture of fraternal regalia, identifying marks, and jewelry.
- Assists in the planning of District Conventions, providing technical, consultative services, and partial funding to host chapters.
- Responsible for National Convention operations.
- Assists the National Councils in the operation of an efficient colonization program making certain that all requirements are met prior to granting a charter in either organization.
- Administers the will of each National Convention.
• Maintains the Life Member and KKPsiAA database and assists the KKPsiAA Board of Directors.
• Represent the Fraternity and Sorority at meetings of other music, fraternal, and professional organizations.
• Preparation and distribution of the official publication, The PODIUM.
• Maintenance of the Archives of the Fraternity and Sorority.
• Assist in planning for the future of the organizations.

The staff of the National Headquarters is accountable to the National Councils and Boards of Trustees of each organization, and through them to the National Chapter.” (Description taken from the Guide to Membership).

Founding Fathers

Alpha Class of Alpha Chapter of Kappa Kappa Psi:
• William Alexander Scroggs: “Founder”
• A. “Andrew” Frank Martin: “Mr. Kappa Kappa Psi”
• Raymond D. Shannon
• William H. Coppedge
• Clayton E. Soule
• Carl A. Stevens
• Clyde Haston
• Dick Hurst
• Asher Hendrickson
• Iron Hawthorne Nelson

Bohumil Makovsky

No person is so important to any organization as its constant companion, inspiration and source of support. Such a man was Bohumil Makovsky, Director of Bands and Head of the Music Department at Oklahoma Agricultural and Mechanical College (now Oklahoma State University) from 1915 until 1945. Affectionately referred to by all who knew him as “Boh,” Makovsky provided the strength and encouragement needed by William Scroggs and those nine other bandsmen which saw them successfully through the establishment of a national fraternal society.

Founded by bandsmen for the band member, Kappa Kappa Psi was (and is) a tribute to the dynamic personality of one man. For around this personality there grew a core of student leaders committed to assist him in a program of developing the best college band with the highest performance standards possible. “Boh” was that man, and each incoming member of this Fraternity should be familiar with the man who was officially recognized by the National Chapter in Convention assembled as “The Guiding Spirit of Kappa Kappa Psi.”
National Convention

National Conventions are held every two years. The National Chapter is assembled, and elections of the National Council are held. The National Intercollegiate Band performs at convention, and brothers who are accepted to the National Intercollegiate Band can attend National Convention at a reduced cost. Workshops on leadership, recruiting, service and other topics are also held at convention.

National Programs

Leadership Training

Each year, each district holds their own district leadership symposiums. These are intense, three-day events where currents chapter and district officers, as well as brothers who wish to pursue a more active leaderships roll in their chapters, meet to receive training regarding their office or interest in an office. Each year, National Chapter also holds two or more leadership symposiums; this summer there will be two symposiums, one in Lexington, Kentucky June 11th -13th and the second in Denver, Colorado June 18th -20th

Scholarship

AEA Scholarship
The National Chapter awards qualified brothers annual scholarships of up to $1000. To qualify, you must be an active or associate member of the fraternity. You also must have a GPA of 3.5 on a 4.0 scale. To apply, you must submit complete application form, transcript, and supporting materials to Headquarters by January 1st. For more information on the many awards offered by our fraternity, please visit the National Guide to Membership.

National Intercollegiate Band

One of the most exciting contributions made to the work of collegiate music during the last half-century has been the National Intercollegiate Band program of Kappa Kappa Psi and Tau Beta Sigma. At the 1997 National Convention, the National Intercollegiate Band (N.I.B.) celebrated its 50th Anniversary. This ensemble continues to make a significant contribution to the advancement of the collegiate band. Open to all qualified musicians, whether or not they are members of the Fraternity or Sorority, the NIB brings members face-to-baton with some of the most dynamically stimulating composers and respected conductors in America.
Commissioning Programs

The commissioning program of Kappa Kappa Psi and Tau Beta Sigma has made a significant impact on band music in America. This joint program was conceived by Kappa Kappa Psi Grand President Hugh E. McMillen (Alpha Iota) 1951-1953, who felt the organizations should offer something constructive to college and university bands. Brother McMillen saw in the National Intercollegiate Band and its sponsoring fraternity and sorority the perfect vehicle for a lasting contribution to the field of concert band literature. He proposed a program to commission a special work for concert band by a noteworthy composer in Kappa Kappa Psi and Tau Beta Sigma’s name.

World premiere renditions have been a highlight of National Intercollegiate Band concerts since 1953. Leading musicians have been commissioned by the fraternity and sorority to compose numbers for this purpose. Such noted works include Francis McBeth’s *The Seventh Seal*, Claude T. Smith’s *Symphony #1 for Band*, & Fisher Tull’s *Prelude & Double Fugue*. Several of these composers have also served as guest conductors.

The Podium

*The PODIUM* is the official publication of Kappa Kappa Psi and Tau Beta Sigma. It is currently published twice a year in the spring and fall. The deadlines for submitting articles are November 1 for the spring edition and May 1 for the fall edition. *The PODIUM* is the successor to the Kappa Kappa Psi’s first publication, *The Baton*, which was published on a quarterly basis from 1922 to 1933.

With the coming of the Great Depression and the Second World War, publication was discontinued on a regular basis, with only a few printed editions appearing between 1934 and 1947. A special “Sousa Edition” issue was published in May of 1933, memorializing the death of “The March King,” a Brother of the Delta Chapter. Only through the herculean efforts of Brothers A. Frank Martin (Alpha) and Joseph Davis (Upsilon) were various editions published during this period. Using a variety of media (ditto, mimeograph, three-page folded leaflet, ten-page stapled lithography, and sixteen-page hand-set, press-lettering) each issue endeavored to keep the membership together and in touch with each other.
Session 2 Study Guide

Everything you need to know about the second quiz is listed here. Information not in this book will not be covered, but don't limit yourself to this study guide.

-Second Purpose (You should know this word for word)

-National Council

-National Chapter

-Board of Trustees

-National Corporation

-National Officers

-Executive Director

-National Headquarters

-Founding Fathers

-Bohumil Makovsky

-National Convention

-National Intercollegiate Band

-Commissioning Programs

-AEA Scholarship

-The Podium
Session 3: District Level Organization

Third Purpose

To stimulate campus leadership and promulgate an uncompromising respect through the medium of the college band for gracious conduct, good taste and unswerving loyalty

Six (plus one) Districts

Kappa Kappa Psi is broken into six continental and one international district. We all come together during National Convention, but spend the most time within our individual districts promoting brotherhood. The University of Oregon is located in the Western District, where “The best are in the West”.

The seven districts are as follows.
1. North Central District
2. Midwest District
3. Northeast District
4. Southeast District
5. Southwest District
6. Western District
7. International
The Western District

Within the Western district there are nine states, they are:
Alaska, Arizona, California, Idaho, Hawaii, Utah, Washington, Nevada, and Oregon

Within each of the nine states we have many different universities and colleges that have their own chapters. The 15 chapters in our district are as follows:

Gamma – Γ ------------------------- University of Washington
Theta – Θ -------------------------- Oregon State University
Psi – Ψ ----------------------------- UCLA
Omega – Ω -------------------------- University of Arizona
Beta Omicron – ΒΟ ----------------- Arizona State University
Gamma Kappa – ΓΚ ---------------- Northern Arizona University
Iota Alpha – ΙΑ --------------------- California State University at Fresno
Iota Gamma – ΙΓ ------------------- Washington State University
Iota Iota – ΙΙ --------------------- Utah State University
Iota Kappa – ΙΚ ------------------- Boise State University
Iota Pi – ΙΠ ---------------------- California Polytechnic State University, SLO
Lambda Alpha – ΛΑ ---------------- University of California, Irvine
Lambda Psi – ΛΨ ------------------ San Jose State University
Mu Pi – ΜΠ ----------------------- University of Oregon!!
Mu Phi – ΜΦ ---------------------- Fullerton College
District Officers/ Governors

Our district officers elected in the 2011 District Convention:

PRESIDENT - Charlene Ronne
VICE PRESIDENT - Derek Lee
SECRETARY/TREASURER - Amanda Selnik
MEMBER AT LARGE - Emilio Romero
GOVERNOR - Dr. Brad Townsend
GOVERNOR - Tanya C. Marsh

District Officers

Each District has a District President, Vice President, Secretary-Treasurer, and Member-at-Large. At the discretion of the District, other officers may be elected or appointed. Refer to the District Constitution for any other District Officers. The chapters assembled in District Convention elect the District Officers. Each District Officer must be an Active or Associate member of the Fraternity at the time of election and for their entire term of office and must be enrolled in a declared or undeclared full-time degree program at a college or university for the entire academic year following election to district office. Each District Officer shall have more than ordinary business and professional ability and shall be capable of representing the Fraternity and District when called upon to do so. The officer shall have the best interests of the Fraternity at heart and be willing and able to devote the necessary time to the duties of office. The District Officers shall serve from District Convention to District Convention.

District President

The District President presides at all meetings of the District and is seated and has a vote in the National Chapter at the National Convention. The District President is a member ex officio of all District Committees which are appointed and shall render all possible assistance to the District Governor. In the absence of the District Governor, the District President may be designated as the official representative of the District whenever such representation is required.
District Vice President

The District Vice President, in the absence of the District President, presides at the meetings of the District. The District Vice President shall have such other duties as prescribed by the District Constitution. Should the office of District President be vacated for any reason, the District Vice President shall automatically succeed to the District Presidency, until the next District Convention.

District Secretary-Treasurer

The District Secretary-Treasurer records, publishes and distributes to all chapters in the District, the District Governor, and all members of the National Council, the minutes of all meetings of the District and shall, as necessary, control the receipt and disbursement of all monies of the District.

District Member-at-Large

The District Member-at-Large shall be an able representative of the active student members at all times.

All District Officers

All District Officers serve without compensation. Expenses of the District Officers, when authorized by the District Governor(s), shall be paid by the District upon presentation of a valid receipt for money disbursed in the name of the District. District Officers shall not have a vote at regularly called Conventions of the Fraternity unless they have been appointed official delegate or proxies by chapters, except for the District President at National Convention. The District President, during a District Convention, may vote only when his/her vote will affect the result of a tie.

District Governor

Each District is under the jurisdiction of at least one District Governor; some Districts have more than one. District Governors are selected by the National Council, with the advice of the respective district convention when offered. District Governors must be at least twenty-five years of age and serve for a period of two years or from National Chapter Convention to National Chapter Convention. District Governors are the administrative officers of the District and are members ex officio of all district committees which the District President appoints. District Governors acts in an advisory capacity to the National Council, the District, and the individual chapters and communicates the advice of the National Council to the District and the Chapters in the District.
District Governors are designated as the official representatives of their District whenever such representation is required and shall, when requested by the National Council, act as the official inspecting officer of the Fraternity at all Chapters within the District. District Governors serve without compensation; however, all travels specifically requested by the National President may be reimbursed according to the schedule of reimbursement set up by the National Council.

**District Convention**

The District Convention is a student-run effort exclusively. It is composed of representatives of the chapters and colonies in your district, representatives who are to plan programs, elect officers, choose a site for the next meeting and set the guidelines for the host chapters to work with. They must handle any special problems of a regional nature which might not fit in with the business at a National Convention, discuss national operations and requirements as they affect district operations, and help determine policy and procedure that can be brought to the floor of the next National Convention.

**Other District Events**

**State Days**

State(s) Days is one of the most casual district events around. The goal of the event is to meet new brothers and sisters, form new friendships, and have fun with your brothers and sisters. State(s) Days is not about Business - that’s what convention is for. There are no required workshops, or leadership training (usually). State(s) Days are about brotherhood, and getting to know other chapters in our district.

Some of the activities at State(s) Days include: Ice breakers, Team building games, Movie Nights, Game Nights, Introduce any games that your chapter likes to play, Things that allow for brothers and sisters to meet.

State Days are like conventions within the district. There's western district convention each year, but states days are like little versions of that but for chapters in any given state. Mu Pi is a member of "Wagon" (Washington + Oregon.) The other "States" for state days are California, Arizona, and Udaho (Utah and Idaho)

**District Leadership Convention**

Each year Western District hosts a Leadership Convention for anyone to join in KKPsi (or TBS!). Workshops take place over the course of the convention and give you a chance to meet some brothers (and sisters) from around the district.
The Accent

Psi Chapter at Arizona State University hosts the Accent. The Accent is our quarterly newsletter, bringing us information and communication about events, Alumni relations, educational support, fundraising and much more. You can find updated articles of The Accent at the Western District webpage at:

thewest.kkytbs.net
Session 3 Study Guide

Everything you need to know about the third quiz is listed here. Information not in this book will not be covered, but don't limit yourself to this study guide.

- Third Purpose (You will need to know this word for word)
- The Six (plus one) Districts
- Chapters and states in our District
- District Officers/Governors
- District Publication/ Programs
- District Convention/ Events
Session four: Chapter Level Organization

Fourth Purpose

To foster a close relationship between college bands and promote a high average of attainment by the performance of good music and selection of worthwhile projects.

Mu Pi Founding Fathers

Matt Takimoto – Colony President: Matt Takimoto of El Cerrito, California graduated from El Cerrito High School in 2005 and is currently a senior at the University of Oregon. Matt plays trumpet has taken part in many band programs while being a music major at the UO including four years in the Oregon Marching Band, four years in the Yellow Garter Band, four years in the Oregon Basketball Band, four years in various Jazz labs and combos, one year in the Green Garter Band, and two years the Green Garter Band. Matt has served as section leader of the OMB for two years, Green Garter Band director for one year, Oregon Marching Band Council President for two and a half years as well as Kappa Kappa Psi colony president for two years.

Nick Sherman – Colony Vice President: Nick Sherman of Beaverton, Oregon graduated from Sunset High School in 2006 and is currently a junior at the University of Oregon. Nick is a history major and music minor and hopes to earn a graduate degree and teach high school history. Nick plays trumpet and has been a part of the Oregon Marching Band for three years, the Yellow Garter Band for two years, and the Oregon Basketball band for 3 years. Nick has served as Oregon Marching Band Council Vice President for one year and colony vice president for one year. He joined the OMB and Kappa Kappa Psi to make a difference in the band programs at the UO and to network with other chapters across the country, specifically in the Western District.

Jordyn Lueker – Colony Secretary: Jordyn Lueker of Portland, Oregon graduated from Sunset High School in 2005 and is currently a senior at the University of Oregon. She is an elementary education major with a minor in music and special education. She aspires to earn a graduate degree and teach elementary education. Jordyn plays clarinet in the Oregon Marching Band, in which she has been a member for three years. She has also played clarinet in the Oregon Basketball Band for two years, and has played bass clarinet in the Oregon Symphonic Band for two years. Jordyn has served as Oregon Marching Band Council Secretary for one year and Kappa Kappa Psi secretary for one year. She joined the OMB because she loves music and marching band, and has always fit in so well with other musicians. She has also been in marching band since she started high school. She joined KKPsi for mainly the same reasons, and also because she would love to see music become an even larger part of UO. KKpsi is just one more place for musicians to come together, and that's awesome. Being able to help start a chapter at UO would be a great way to leave her mark on the music department, and to give future UO musicians a great college experience.
Bret Emerson – Colony Treasurer: Bret Emerson of Portland, Oregon graduated from Woodrow Wilson high school in 2006. Bret is a music education major and his main instrument is trumpet. Bret has been a member the Oregon Marching Band for three years, the Oregon Basketball band for three years, Yellow Garter Band for two years, and Oregon Symphonic Band for two years. Bret has served as Oregon Marching Band Council Treasurer for one year, Kappa Kappa Psi treasurer for one year and Yellow Garter Band logistics director for one year. Bret wants to continue his education and use of leadership in the college environment and to be part of something larger than him that he cares deeply about.

Torsten Staley – Colony Historian: Torsten Staley of Boise, Idaho graduated from Boise high school in 2005. Torsten is a Political Science major and plays bass drum in the Oregon Marching Band. Torsten has been a part of the OMB for three years, since 2005. In the fall of 2007 Torsten missed out in the marching season because he had a wonderful opportunity to have an internship at Walt Disney World in Orlando, Florida. Torsten joined Kappa Kappa Psi because he wanted to start something at a university that would continue for years. Joining a brotherhood this big and influential is an amazing thing.
Responsibilities of Chapter Officers

**Sponsor** - The Director of Bands is responsible for governing and monitoring the activities and affairs of the local chapter. The director of bands may choose to appoint an individual to serve in the role of chapter sponsor. The National Council recognizes the authority of the Chapter Sponsor appointed by the director of bands; however, the director of bands has ultimate authority in matters pertaining to the chapter. The Chapter sponsor and Director of Bands are members *ex officio* of all chapter committees. The Sponsor shall operate under the authority of the Director of Bands. The Sponsor acts as a consultant to the chapter and assists the group in its growth and development. He/She provides direction through advice, understanding, and clarification.

**President** – The Chapter president presides at all meetings of the chapter and shall be a member *ex officio* of all chapter committees. The President signs all checks for monies disbursed and signs all contracts and other instruments of business involving the chapter. The President is designated as the official representative of the chapter whenever such representation is required and prepares and sends all reports to the National Executive Director of the Fraternity.

**Vice President** – The Chapter Vice President, in the absence of the President, presides at meetings of the chapter and shall advance the purposes of the Fraternity as stated in the Preamble of the Constitution by promoting the work of the chapter as performed by its several officers and committees. The Chapter Vice President is responsible for the educating, training, and initiation of all members, unless another officer has been elected to that duty.

**Secretary** – The Chapter Secretary records the minutes of all meetings of the chapter and signs all contracts and other instruments of business incurred by the chapter. The Chapter Secretary maintains a permanent record of each member of the chapter including name, address, telephone number, chapter roster number, and instrument played. In addition, the Secretary is responsible for all chapter correspondence.

**Treasurer** – The Chapter Treasurer controls the receipts and disbursements of all monies of the chapter, and submits recommendations concerning the financial policies of the chapter as may be required. The Chapter Treasurer signs all checks for monies disbursed, and is responsible for keeping records of all chapter finances.

**Historian** – The Chapter Historian is responsible for maintaining a written and pictorial record of the activities of the chapter and its bands.

**Alumni Secretary** – The Chapter Alumni Secretary collects permanent address information and dispenses Life Membership and NAA applications to all brothers graduating or leaving their chapter, and supplies this information to National Headquarters. The Alumni Secretary works with and promotes alumni activities, and works with and assists the NAA Board of Directors for the District.
Current Chapter Officers

2011 Chapter Officers

- President – Abbie Ortman
- Vice President – Foster Kizer
- Secretary – Melinda McConnel
- Treasurer – Marisa Smith
- Alumni Relations – Trevor Jones
- Historian – Ryan McConkey
- Sponsor – Dr. Eric Wiltshire
- Webmaster – Katie Nash

2011 Committee Chairs

- Fundraising Chair – Marisa Smith
- MEP Chair – Foster Kizer
- Parliamentarian Chair – Abbie Ortman
- Ritual and Regalia Chair – Eli Johnson
- Service Chair – Melinda McConnel

Band History

1886 – Department of Music is started at the University of Oregon.

1990 - The Department of Music upgrades to the School of Music.

1908 - University Course Catalogs list a University Band dating back to 1908.

1911 - According to the 1916 Oregana, the University Band began in 1911 with Maurice Hyde as Director.

1915- Albert Perfect was hired in and he was the first salaried band director at the University of Oregon.

1917 – The University band was asked to serve as the University Battalion. This arrangement started a long association for the University Band with the Military Department on campus.

1918 - Perfect organized a Ladies Band (also known as the Women’s Band). The Ladies Band was the first on the West Coast (existed until 1919)
1919 - Ross Hickernell was hired to replace Perfect. After only one year Hickernell left the University.

1910s - Albert Perfect, along with student Dewitt Gilbert, wrote the fight song, “Mighty Oregon”. The song was first performed on March 4, 1916 (Register Guard, 11-13-81). “Mighty Oregon” was an instant success and is still used today. In fact, “Mighty Oregon” is a popular fight song and is included in fake books for its musicality (Haton, 1998). The University’s fight song prior to “Mighty Oregon” was “On Wisconsin.”

1919 - John Stark Evans, a music professor at the School of Music, wrote “Pledge to Oregon” in 1919. The Oregon Marching Band of the present day sings “Pledge to Oregon” in four parts after Oregon football games.

1920 - After Hickernell left, no replacement was hired for many years.

1929 - John Stehn was hired to replace Ferris. Under Stehn’s direction the University Band gave its first halftime performance at a football game in 1929.

1936 - During the 1936-1937 school year the School of Music finally got the class entitled “band” moved to the music section of the Schedule of Classes. Before this the class was under the Military Department.

1936 - The present course number for band, 195/395, was established.

1941 - The marching band had female baton twirlers. This is the first mention of women in the marching band.

1940s - During World War II women once again stepped up to take over the men’s job of playing at home football games, but the band remained in the stands. During this time the band also gave several concerts.

1947 - An Advisory Board (now Oregon Marching Band Council) was created to establish contact between the band and the Associated Students of the University of Oregon (ASUO).

1950 - John Stehn retired as the Director of Bands in 1950 but he was still in the School of Music for a few years. He is, in a sense, the “founding father” of the modern band department at the University.

1950 - The position of Director of Bands was split between two people for the first time. Robert Vagner and Ira Lee were hired to lead the band into the next extraordinary era. Vagner was to lead the Concert Bands and Lee the Athletic Bands.

1963 - A precision dance group, called the “Oregonettes” was formed. There is nothing written about what they did, or whether they used flags, dancing, rifles, or batons, but it is the earliest indication of having a color guard.
1967 - With the opening of Autzen Stadium, the Marching Band had a new home. Prior to Autzen Stadium all home football games were at Hayward Field.

1967 - The band introduced its new uniforms.

1970s - Students of the University didn’t support the band very much during the Vietnam War. Marching band is fairly militaristic, and uniforms and marching didn’t have a very good image. It reminded students of the war and that upset them. “Students booed the band,” according to members of the Marching Band at that time.

June 6, 1975 - The lyrics to the “Oregon Pledge Song” were changed. The words “Swear thy ev’ry son” were changed to “Swear thy ev’ryone.”

1976 - Gerald Poe was hired to direct the marching band. Poe starts the Festival of Bands competition.

1978 - Title of “Marching Band” was given to the marching band as its course title.

1983 - Steve Paul was hired and built the marching band up from 90 members his first year to over 250 members.

1983 - The Green Garter Band, a scholarship band that plays for all athletic events, started and was so named because members wore green garters on their arms.

1985 - Members of The Green Garter Band receive full scholarships. Once the band received full scholarships, perspective members had to audition into the band.

1985 – Oregon Marching Band creates “Duck Lips,” a noisemaker the band has sold as a fundraiser since.

Mid - 1980’s. The band receives new uniforms and were made and designed by Lane County businesses. Because of Oregon’s weather, the uniforms were unique in that they were waterproof. They also came with a full cape attachment that provided color contrast and also was worn to keep warm. The hats were Aussie style and helped keep the rain off the members shoulders and faces.

1991 - University of Oregon Dance Department joins the Music Department.

1995 - University of Oregon reaches the Rose Bowl.

1995 - Sid Haton hired as Marching Band director.

1999 – Sid Haton leaves his position as Marching Band director and Todd Zimbelman is hired.

2005 – School of Music changes its name to “School of Music and Dance”.

2005 – Todd Zimbelman leaves position as director of the Marching Band and Dr. Patrick Carney is hired as interim director.

2005 – Dr. Carney appointed to new position as Director of Athletic Bands, overseeing the Marching Band, Basketball Band and the Garter Bands.

2006 – Dr. Eric Wiltshire hired as the new Director of Athletic Bands.

2008 – Nike creates second version of its marching band uniform for the Oregon Marching Band.

2009 - Oregon Marching Band returns to the Rose Bowl. The band reaches 200 members!


2011 - The Green Garter Band competes for the first time in the 2011 Reno Jazz Festival and received all superior ratings.
Chapter History

Winter Term 2007 – ASUO proposes cutting all OMB funding. OMBC spearheads campaign to maintain funding. OMBC President Michael Suskin starts talks to establish a chapter of Kappa Kappa Psi at the U of O. KKPsi will provide national support for the band if more funding issues ever arise.

March 2007 – New OMBC President Matt Takimoto, along with members of OMBC, establish a colony of Kappa Kappa Psi. The Iota Kappa chapter of Boise State University is named advising chapter.

October 2007 – Colonists Matt Takimoto, Nick Sherman, Jordyn Lueker, Chelsea Fujitani, Jordan Bemrose, Jeff Maggi, Torsten Staley, and Jeremiah Xiong undergo First Degree ritual.

March 2008 – University of Oregon KKPsi colonists attend Western District Convention in Boise, ID.

May 2008 – Colonists Kylee Bolton, Joey Scott, Bret Emerson, and Cameron Huntting undergo First Degree ritual.

October 6th, 2008 – Oregon colony MEP approved.

September 2009 – University of Oregon KKPsi colonists visit Iota Kappa in Boise for the Oregon-Boise State game.

December 21st, 2009 – Oregon colony approved for installation.

February 14th, 2010 – Colonists Matt Takimoto, Nick Sherman, Bret Emerson, Jordyn Lueker, Chelsea Fujitani, Kylee Bolton, Joey Scott, Jeremiah Xiong, and Cameron Huntting undergo Second and Third Degree Rituals, and the Mu Pi chapter is installed as an active chapter. Alumnus Torsten Staley is installed as an honorary member (not present).

Charter Members
Matt Takimoto – President
Nick Sherman – Vice President
Bret Emerson – Treasurer
Jordyn Lueker – Secretary
Chelsea Fujitani – Historian
Jeremiah Xiong
Kylee Bolton
Joey Scott
Cameron Huntting

Inactive Colonists
Kurt Mehlenbacher
Chris Wytoski
Katie Argo
Amanda Cox
Jeff Maggi
Jordan Bemrose
Donovan Kim
Session 4 Study Guide

Everything you need to know about the fourth quiz is listed here. Information not in this book will not be covered, but don't limit yourself to this study guide.

- Fourth Purpose (You should know this word for word)
- Chapter Founding Fathers
- Band History
- Chapter History
- Chapter Officers and Sponsors
- Responsibilities of Officers and Sponsors
Session 5: Additional Information

Fifth Purpose

To provide a pleasant and helpful social experience for all engaged in college band work and to cooperate with other musical organizations in any manner consistent with the purposes of the institution at which chapters are located.

Leadership

When most people talk about leadership the first image that comes to mind is someone who effectively manages the everyday operations of the organization. However, there is a difference between management and leadership.

Ten Tips for Effective Leadership

1. Lead by the Golden Rule.
   Do unto others, as you would have them do unto you. Treat all people with respect.

2. Avoid the tendency of partiality.
   Do not play favorites. Do not forget about or ignore the people whose styles and backgrounds differ from yours/ours.

3. Follow your own rules.
   Do not make a rule you will not keep. Admit when you make a mistake.

4. Lead by example.
   Do, as you would have others do.

5. Keep your group informed.
   An ignorant group is a suspicious group. Provide everyone with feedback and create a system of two-way communication.

6. You are the leader; act like it.
   Remember your commitment as a leader. Do not forget that people will look to you as an example of how to act, behave, and operate.

7. Ask others for their help.
   Sometimes a few heads are better than one. Involve other people in the organization’s work and problem solving becomes easier.

8. Keep criticism constructive.
   Remember the last time you made a mistake? Were you given constructive criticism or openly chastised for that mistake?
   Remember that compassion, understanding and respect allow people to grow and develop.
9. Always tell the truth and keep your word. Your members are counting on you to be honest with them. Aren’t you expecting the same from them?

10. Prepare someone to take your place. You will not be around forever. Start building tomorrow’s organization today. With more people developing leadership abilities, the group progresses faster.

Myths of Leadership

Myth: “Leaders are born, not made.”

*Have you ever heard the statement “He/She is a born leader?”*

While the statement may be true in some circumstances, it also implies that if you were not born a leader you may as well give up. This implication could not be farther from the truth. Many of the great leaders learned their skills by watching others. By identifying the characteristics which set great leaders apart from average ones, we can all learn how to be successful leaders.

Myth: Leaders are charismatic

*How many times have you thought all good leaders are charismatic?*

While this may be true for some, most leaders are not. Charisma is the result of effective leadership and not the cause. Those leaders who develop charisma will tend to receive more respect from their followers, which in turn increases their ability to lead effectively. However, charisma is not a prerequisite for effective leadership.

Myth: Leadership exists only at the top of the Fraternity

*This may be the leading myth about leadership and is also probably the most inaccurate.*

Effective leadership does not begin and end with the officers. Leadership opportunities exist everywhere for those willing to take advantage of them. Anyone who offers ideas by which the Fraternity can evolve has contributed a measure of leadership. Those willing to explore ideas, set goals, and achieve those goals are the most effective of leaders.

Myth: Effective leaders control, direct, and manipulate others.

*This is perhaps the most damaging myth of all. Effective leadership is not so much the exercise of power, but instead the empowerment of others.*

The great leaders achieve their goals by motivating others to act. They lead by pulling instead of pushing; by inspiring instead of ordering; and by enabling others to use their own abilities instead of denying or constraining individuals.
Types of Leadership

One-Person Show
- The “One-Person Show” thinks of all the ideas, plans the implementation of those ideas, and presents those plans to the chapter for its “rubber stamp” approval.
- This type of leader does not listen to alternatives offered by others and has great difficulty in getting others involved. Other members of the chapter do not get a chance to volunteer their services because this type of leader hinders their assistance.

Crowd Pleaser
- A “Crowd Pleaser” is afraid to make a decision, express an opinion, or speak out, for fear of rejection. Instead this type of leader lets others do all of the talking and make all of the decisions.
- The “Crowd Pleaser” tries to satisfy everyone and completely neglects what is best for the Fraternity as a whole. This type of leader often drifts from project to project, accomplishing very little.

Turned off
- Sometimes when a leader suggests changes for improvement and meets with little success, he/she may become turned off.
- A “Turned Off” leader often believes that he/she cannot make a difference and therefore stops interacting with the other members. This type of leader does not make decisions and often causes other members to become turned off as well.

Burned out
- This type of leader has historically been involved in every aspect of the Fraternity and has taken every responsibility upon his/her shoulders. Now however, he/she is tired of doing everything and consequently becomes “Burned Out.”
- This type of leader tends to procrastinate on every decision and may soon resent the Fraternity for extinguishing his/her spirit.

On the See Saw
- Occasionally a leader may recognize that he/she is becoming too much the “one-person show,” and therefore allows everyone else to make the decisions. This switch is temporary, however, and soon the leader resumes his/her domination.
- This type of leader does not truly trust others to accomplish his/her goals.

Team Player
- A “Team Player” is not afraid to express an opinion or offer a suggestion, and he/she is also willing to listen and support the ideas of others. This type of leader works creatively to involve each member in the decision making process.
- “Team Players” allow everyone to contribute equally which increases the ingenuity of the Fraternity.
E.D.G.E.

E.D.G.E. is a four-step process of how to be an effective leader. As a leader, you must **Explain**, **Demonstrate**, **Guide**, and then **Enable** a member so they can perform to the best of their ability.

**Explain:**

At this first stage people need to be told exactly what to do. The leader must provide specific instructions and closely supervise the accomplishment of tasks. Constant positive and negative feedback are essential to correctly accomplish tasks.

**Demonstrate:**

The second stage is a step up on the maturity ladder. A person at this stage needs to be sold on an idea or a plan. Once that occurs the individual will be able to accomplish those tasks without close supervision.

**Guide:**

People at this stage are more confident in their abilities. They can decide what tasks need to be done and what plans are required for future goals. They need to have their ideas developed and expanded upon by another leader in order to feel secure.

**Enable:**

People at this stage need only to be given a sense of what the leader expects them to accomplish. From there they can develop and achieve their own goals and tasks. Little feedback is required to keep these individuals on track.
**Tau Beta Sigma**

TBΣ exists on many of our campuses and often works jointly with our chapters serving college bands. On a national level both organizations jointly own our national headquarters, and we share the national headquarters staff as well as our national publication The Podium. The national leadership of the fraternity and sorority meet together, as we jointly serve college bands. Additionally we meet as joint organizations at our national and district conventions. Simply put we maintain a “brother/sister” relationship. While we share many similar purposes, both the fraternity and sorority maintain their own individuality and mission.

The following excerpt from *The Baton*, forerunner of *The Podium*, describes the origins of Tau Beta Sigma. However, this was not the first time a Band Sorority was mentioned in Kappa Kappa Psi chronicles.

During the winter and spring of 1940, the young ladies of the Texas Tech Band were not satisfied to be left out in the cold while the Kappa Kappa Psi men were busily engaged in aiding the band. They went into action and organized a band sorority….

They named the organization ‘Tau Beta Sigma’ and adopted a constitution which called for formal pledging and initiation ritual. They have their pin designed for members and pledges, a coat of arms, sorority crest, and all of the necessary arrangements for a complete organization. They meet on Monday nights, the same as the Kappa Kappa Psi men, and continue to operate through the school year of 1941-42. New officers for the coming year have been elected and the sorority has expressed a keen desire to become affiliated as an auxiliary unit with Kappa Kappa Psi….

—From The Baton of Kappa Kappa Psi, May 1942

In the early years of the fraternity most college bands were entirely male, and prior to the early 1970s Kappa Kappa Psi was an all-male organization. Women started to join college bands before World War II, but there was no organization available to them similar to Kappa Kappa Psi. In 1937, the first practical idea for establishing an organization for band women was presented to D. O. Wiley, Director of the Texas Tech University Band. A member of the band, Wava Banes (now Wava Banes Henry of Midway, Utah), along with her classmates, Emily Surell and Rosell Williams, discussed many of the possibilities and requirements necessary for the formation of a National Band Sorority. Their plans came to fruition in 1939, when a group of women in the Tech Band founded a local organization, known as “Tau Beta Sigma,” modeled both in principle and idealism after Kappa Kappa Psi. Just like the Fraternity, TBΣ was designed to serve as an honorary, service, and leadership recognition society, but one to provide special social and educational experiences useful to women in the “all male world” of collegiate bands.
Unfortunately, just as the group was becoming well established, World War II disrupted plans to make the Sorority a truly national organization. However, ΤΒΣ continued to grow at Tech, taking over key projects within the band program and assuming much of the responsibility for keeping the Tech Band in operation during the war years.

In June of 1943, the Tech women petitioned the Grand Council of Kappa Kappa Psi to become a part of the National Fraternity as an active chapter. Accepting the group under these conditions would have entailed a complete revision of the Fraternity’s constitution, an impossibility under wartime conditions when all Fraternity operations were virtually suspended. Accordingly, it was suggested that Tau Beta Sigma incorporate as its own national organization, but the legal requirements of the State of Texas precluded this. In 1945, A. Frank Martin, Executive Secretary of Kappa Kappa Psi, was invited to meet with the women and assist them in designing a plan to gain national status. During the meeting, it was determined fewer obstacles would be encountered by submitting a charter application for the national organization in the State of Oklahoma. In order to establish the national organization, the women of the Texas Tech Tau Beta Sigma Band Sorority surrendered their name, Chapter Constitution, Ritual, and jewelry designs to the band club at Oklahoma State University. On March 26, 1946, a corporate charter was granted to Tau Beta Sigma by the State of Oklahoma. The Kappa Kappa Psi delegates at the 1947 Fraternity Convention officially voted to accept Tau Beta Sigma as a “sister organization” of the Fraternity and offered this new organization the privilege of sharing all fraternal publications, National Office operations, staff personnel, and other fraternal programs.

Alumni Information

KKPsi Alumni Association and the KKPsi Alumni Advisory Board

The Mission Statement of the KKPsi Alumni Association is as follows, “The National Alumni Program of Kappa Kappa Psi is dedicated to supporting the Fraternity. Recognizing that the band experience should continue after graduation, the National Alumni Program will focus its efforts on connecting and enriching members from the past, present, and future of college and university bands; promoting lifelong involvement with band; and enhancing the long-term growth and financial viability of Kappa Kappa Psi.”. Members of the Alumni Association are Fraternity members who have graduated from college. The description of the KKPsi Alumni Advisory Board is taken from the official KKPsi website, “The members of the Alumni Advisory Committee oversee all aspects of the alumni program. It consists of a number of at-large alumni members, a college band director representative, and a liaison to the Kappa Kappa Psi Board of Trustees. Members are appointed to two-year terms by the Board of Trustees and are eligible for reappointment.”. The current committee chair is Ed Savoy.
Fraternity Song

Submitted by Beta Delta Chapter
Adopted by National Chapter 1975

Arranged by Todd Malicoate (Alpha 1987)

Slowly, with feeling

For college bands we strive to do our utmost. Pledged are we

hood that binds us all together, it will be

For college bands we strive to do our utmost. Pledged are we

hood that binds us all together, it will be

For college bands we strive to do our utmost. Pledged are we

hood that binds us all together, it will be
Session 5 Study Guide

Everything you need to know about the fifth quiz is listed here. Information not in this book will not be covered, but don't limit yourself to this study guide.

-Fifth Purpose (You will need to know this word for word)

-Leadership

-E.D.G.E

-Tau Beta Sigma

-Alumni Information

-KKPsi Song
Session 6: Brah-hood

KKPsi Hymn

Submitted by Eta Gamma Chapter
Adopted by National Chapter 1995

Words by Scott Jeffrey Heckstall, Jr.
Arranged by Scott Jeffrey Heckstall, Jr.
(Eta Gamma 1977)

K K_ Psi________ as we go through this wil-der-ness________

here be-low________ Guide my feet through peace-ful eyes________

I am a Broth-er____ of K K Psi________ I do not know________

how long 'twill be____ or what the fu-ture____ holds for

me (holds for me) But this I know____ If I must die____ I am a

1. Brother____ of K K Psi________ I do not

Broth-er____ of K K Psi________ Psi
Brotherhood

What is Brotherhood?

First we have Brother. What is a Brother? A person you have to bond with and someone you have to like because they are related to you. Next, Hood, it’s the place in your sweatshirt that keeps you warm and protected.

Brotherhood is like bonding hydrogen to Oxygen. When done so you create something that is a necessity to live for Humans, plants, and animals. We need to bond together with people in our chapter. Take a look at the people in our chapter. What do you really know? Their name? Yes! Ok how about their age? Maybe. How about, what is the worst thing to ever happen to that person? Nope…… This is what we need to have to become a great chapter. We need to be bonding hydrogen.

Take the time to talk to your brothers and learn more about them, find out their background and why they are in this organization with you. This is a group of friends, no… more than that. A family. And not just our family, but your family. Come be a part of it.

AEA brother.
Study Guide for the National Test

Everything you need to know about the National Test is listed here. Information not in this book will not be covered, but don't limit yourself to this study guide. Do not overextend yourself for this test. It will not be super difficult, and you should not have to lose sleep over it.

-All five purposes (You should know them all word for word)

-National level organization

-District level organization

-Chapter level organization
National Constitution

I. Organization and Structure

1.101 The name of this organization shall be Kappa Kappa Psi, National Honorary Band Fraternity for College and University Bandmembers. Kappa Kappa Psi Fraternity was incorporated under the laws of the Sovereign State of Oklahoma as of November 27, 1919.

1.102 For the purpose of administration, the Fraternity shall be divided into the following component parts: (1) Corporation; (2) National Chapter; (3) Districts; (4) Chapters.

1.103 The National Headquarters of the Fraternity shall be located in the city of the United States recommended by the National Executive Director and approved by the National Council.

1.104 Kappa Kappa Psi recognizes Tau Beta Sigma as an equal affiliated organization with a parallel purpose, function and role in the college and university band setting.

1.105 The National Shrine of the Fraternity shall be located permanently at Stillwater, Oklahoma, on the campus of Oklahoma State University. Alpha Chapter, assisted by the National Chapter when necessary, shall be responsible for the maintenance of the Shrine.

1.106 The National Executive Director shall be employed as the National Administrative Officer of the Fraternity by the National Council and shall be paid a monthly salary as recommended by the National Council and approved by the National Chapter.

1.107 The National Executive Director shall be a member ex officio of each committee without vote and shall be responsible for the production of all publications of the Fraternity. In addition to the above, the National Executive Director shall monitor the activities of all members of the Fraternity by chapter and district, and shall direct the maintenance of individual chapter and district records of monies received and disbursed. The National Executive Director shall supervise the receipt of all chapter reports and correspondence, prepare and issue all necessary forms and stationery for the transaction of all business of the Fraternity, and shall be the Fraternity’s representative in all contacts with the official jeweler and, as such, shall receive and have charge of requisitions for jewelry and membership certificates received from the individual members and chapters. The National Executive Director shall authorize all checks for the disbursement of money, charters, membership certificates, documents of business, and shall prepare a written report in detail of the condition of the Fraternity for presentation at each regularly called National Convention and such other reports as may be required from time to time by the National Council.

1.108 The Robert’s Rules of Order, unless otherwise specifically stated in this Constitution, shall govern the deliberations of all component parts of the Fraternity assembled in meeting.

1.109 The Kappa Kappa Psi Fraternity expressly prohibits discrimination by any component part of the Fraternity or by any person acting on behalf of the Fraternity on the basis of race, national origin, gender, religion, handicap, sexual orientation or marital status. Rather, it is the policy of this Fraternity to foster a spirit of mutual understanding and respect among all people, especially those involved with college and university bands, remembering that music is the universal language.
1.110 Each member of the Board of Trustees and National Council, their heirs, executors, and administrators, may be indemnified by the Fraternity against the expenses reasonably incurred by such person in connection with any action, suit, or proceeding to which the member may be made a party by reason of serving or having served as a member of the Board or Council, so long as such person is found to have acted in good faith and within the scope of his/her office. The National Chapter assembled at a National Convention must first approve any such indemnification. Such expenses shall include the cost of reasonable settlement made with a view to curtailment of litigation, reasonable cost of employment of counsel, and the reasonable expense incurred in the preparation and trial of the litigation. The foregoing right of indemnification shall not be exclusive of other rights to which such persons may be entitled as a matter of law.

1.111 The Kappa Kappa Psi Fraternity neither approves of nor is responsible for actions of members of local chapters (commonly referred to as “hazing”) which may result in injury to persons or damage to property. Hazing is defined as any action taken or situation created, intentionally, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such actions and situations include: paddling in any form, creation of excessive fatigue, physical and psychological shock, scavenger hunts after dark, one-way road trips which leave an individual to find his/her own return transportation, wearing apparel at any time or at any location which is not in good taste, required engagement in public stunts or buffoonery, morally degrading games or humiliating activities, compulsory consumption of any alcoholic beverages or controlled substances, and any other activities which are not consistent with the regulations and policies of the sheltering institution.

1.112 Recognizing the dangers and problems associated with the use and abuse of alcoholic beverages and controlled substances, Kappa Kappa Psi has adopted a comprehensive policy addressing alcohol and controlled substances in connection with fraternity activities and functions. Each chapter is encouraged to develop an alcohol and controlled substances awareness program highlighting the responsibilities and liabilities of alcohol and controlled substances possession, consumption, and distribution. The National Council shall have the authority to take disciplinary action against any district, chapter, or member found to be in violation of this policy.

1.113 No provision of the National Constitution or National Guide to Membership Education or Program shall be interpreted as mandating any action that threatens the well-being or existence of Kappa Kappa Psi. The National Council is charged with monitoring all programs of the Fraternity and with exercising its judgment to halt any and all activities that threaten the fiscal or legal well-being of the Fraternity.

1.114 Proposed amendments to this Constitution shall be presented in writing at regularly called National Conventions of the Fraternity, and shall be referred at once to the Committee on Jurisdiction. Said committee shall report thereon at the same Convention. If three-fourths (3/4) of the votes cast by the Convention are favorable, the proposed amendment shall be declared adopted, and upon and after such adoption, it shall become operative and effective, at the conclusion of the Convention, unless otherwise noted.

1.115 If the favorable vote on a proposed amendment is less than three-fourths (3/4), yet there is a majority vote, the proposed amendment shall be tabled until the next regularly called Convention of the Fraternity. During the interim between conventions, it shall be published in the minutes of the Convention at which it was proposed under the caption: “Proposed Amendment to the Constitution.”
1.116 Under extraordinary circumstances between regularly called Conventions and upon recommendation of the National President, and upon unanimous approval by the National Council, a proposed amendment to the Constitution may be submitted in writing to the chapters of the Fraternity for ratification. If a three-fourths (3/4) favorable vote of all chapters in good standing is received, the proposed amendment shall be declared adopted, and upon and after such adoption it shall become operative and effective immediately, unless otherwise stated in the amendment.

1.117 This Constitution, as revised and amended, shall be reprinted following each regularly called National Convention and shall supersede all previous Constitutions.

1.118 The effect of this National Constitution upon an individual chapter may be altered to conform to any college or university-wide regulations to which the chapter is subject. Any such alterations must be incorporated as an integral part of the chapter constitution and bylaws, which are subject to review by the National Executive Director and the National Council. The National Executive Director and the National Council shall not approve any such alteration unless they have received proof that the contested part of the National Constitution does in fact conflict with official college or university-wide regulations to which this chapter is subject.

II. Corporation

2.101 The Corporation has jurisdiction over all component parts of the Fraternity. The Corporation shall represent all component parts of the Fraternity through its Board of Trustees. The Board of Trustees shall consider all issues of national policy, alumni, public relations, legal matters, and internal problems of the Fraternity, which are referred to it by the National Council. Except in matters determined by a Court of Law, the decision of the Board of Trustees is final. In any instance in which a component fails to function at the national level, the Board of Trustees shall take steps necessary to return matters to normal.

2.102 The Corporation shall be represented in all matters by a Board of Trustees comprised of six (6) voting members; five (5) members at large, and the Immediate Past National President. The current National President is an ex officio, non-voting, member of the Board of Trustees.

2.103 The Board of Trustees shall have final jurisdiction in all actions and matters of controversy affecting the Fraternity.

2.104 The National Chapter, assembled in convention, shall elect as many at large members as required to fill expiring terms or vacancies on the Board of Trustees. The Chairperson of the Board shall be elected by the six (6) members of the Board.

2.105 Each member of the Board of Trustees shall be a member of the Fraternity in good standing and at least twenty-nine (29) years of age at the time of election. The member shall possess outstanding business or professional ability and shall be capable of representing the Corporation and Fraternity under all conditions. National Officers of the Fraternity shall not be eligible for membership on the Board of Trustees, except the National President.

2.106 The members at large of the Board of Trustees shall serve for a period of four (4) years, two (2) or three (3) members at large retiring at each regularly called convention.
2.107 Members of the Board of Trustees shall serve without compensation. Expenses of each member incurred on behalf of the Corporation or Fraternity when occurring in completion of duties or when summoned by the National Council shall be paid by the Fraternity upon presentation of a written statement approved by the Chairperson of the Board of Trustees.

2.108 Each member of the Board of Trustees shall have one (1) vote at all meetings of the Board. No member of the Board of Trustees, except the National President (ex officio, non-voting Board member) and Past National Presidents, as provided for in Section 3.505, shall have a vote at meetings of other component parts of the Fraternity.

2.109 In case of a vacancy on the Board of Trustees, the National Council shall be authorized to appoint a qualified member, meeting the requirements as stated in Section 2.105, to fill the unexpired term.

2.110 All business of the Corporation shall be transacted by correspondence, telecommunications or other means of communication. A meeting may be held, after reasonable notice, at the call of the Chairperson or at the request of the National President pursuant to a seventy-five (75) percent favorable vote of the National Council.

2.111 The presence of three (3) members of the Board of Trustees, one (1) of whom shall be the Chairperson, shall constitute a quorum at all meetings.

2.112 The Chairperson of the Board of Trustees presiding at the meeting shall appoint one (1) of the other members of the Board to act as secretary for each meeting. The secretary shall record and publish the minutes of each meeting and distribute them to each member of the Board of Trustees, each member of the National Council, and to such other parties as may be authorized by the Board of Trustees meeting.

2.113 The order of business for each meeting of the Board of Trustees shall be determined by the Chairperson of the Board of Trustees.

2.114 A complete report of the activities of the Board of Trustees for the two-year (2) period between called Conventions shall be prepared by the Chairperson of the Board for presentation at each Convention of the National Chapter. If the Chairperson of the Board is not in attendance, the report shall be read by another member of the Board of Trustees.

2.115 In the event of dissolution of the organization and the liquidation of its physical and financial assets, the Board of Trustees shall turn over all funds remaining after the payment of legitimate bills, and all accrued legal costs and financial obligations to one (1) or more organizations qualifying under Sections 501(c)(3) and 170(c)(2) of the Internal Revenue Code of 1986 or corresponding sections of any prior or future Internal Revenue Code, or to the Federal, State, or local government for exclusive public purpose. The qualifying organization’s purposes shall be related to the band/music field.
III. National Chapter

1. General

3.101 The governing body of Kappa Kappa Psi Fraternity shall be the National Chapter, composed of all active chapters of the organization meeting in regularly called conventions.

3.102 The administrative body of the Fraternity between regularly called conventions shall be the National Council. The National Council consists of all National Officers, the Immediate Past National President (ex officio, non-voting), and the Chairperson, Board of Trustees (ex officio, non-voting), and the Chairperson, Alumni Advisory Committee (ex officio, non-voting) and shall be absolute in power between conventions except as noted in Section 3.103.

3.103 The National Chapter shall have jurisdiction over all component parts of the Fraternity except the Corporation and shall represent them and approve all decisions in ordinary matters of national policy, public relations, legal action, and controversy which have been referred to the National Council. The National Chapter is supreme in all matters pertaining to its affairs while in convention and, through the National Council, has the sole right to superintend and govern all chapters of the Fraternity except that upon a seventy-five (75) percent favorable vote of the National Council between conventions a matter may be referred to the Corporation’s Board of Trustees for final decision and action.

3.104 A seventy-five (75) percent favorable vote of the National Council members present, unless specifically stated herein, with at least three (3) voting members attending, shall be necessary for disposition of matters before the National Council between conventions.

2. Officers

3.201 The National Officers of the Fraternity shall be: National President; National Vice President for Colonization and Membership; National Vice President for Programs; National Vice President for Student Affairs; and National Vice President for Professional Relations.

3.202 The National Chapter, assembled in convention, shall elect the National Officers of the Fraternity except the National Vice President for Professional Relations who shall be appointed by the National Council.

3.203 Each National Officer shall be a member of the Fraternity and, with the exception of the National Vice President for Student Affairs and the National President, be at least twenty-five (25) years of age at the time of election. The National Vice President for Student Affairs shall be at least twenty-three (23) years of age at the time of election. The National President shall be at least twenty-nine (29) years of age at the time of election. An exception to this rule may be made if the person moving to the office of President has previously served in the capacity of Vice President for Colonization and Membership. With the exception of the National Vice President for Student Affairs, who shall have completed two (2) years of college, each National Officer shall have completed at least four (4) years of college work and shall possess outstanding business or professional ability and shall be capable of representing the Fraternity under all ordinary conditions. Each National Officer shall be willing and able to devote the necessary time to the execution of the duties imposed by the office.
3.204 Each National Officer shall serve for a period of two (2) years. The National Vice President for Colonization and Membership shall be advanced to the office of National President, provided the officer receives a majority vote of the Convention.

3.205 The National President shall be designated as the Executive Officer of the Fraternity and of the National Chapter and the National Council. The National President shall be a member ex officio of all committees and shall sign all charters, shingles, contracts, and other instruments of business of the Fraternity. In addition, the National President shall appoint all committees, be an ex officio, nonvoting member of the Corporation’s Board of Trustees, and shall further be designated as the official representative of the National Chapter, whenever such representation shall be required.

3.206 The National Vice President for Colonization and Membership shall, in the absence of the National President, preside at meetings of the National Council and shall be sponsor of the Committee on Colonization and Membership. The National Vice President for Colonization and Membership shall advance the purpose of the Fraternity as stated in the preamble of this Constitution through colonization and membership. In addition, the National Vice President for Colonization and Membership shall work along with other National Council officers on all matters dealing with colonization and membership. The National Vice President for Colonization and Membership shall coordinate the activities of the Chapter Field Representative with the National Executive Director.

3.207 The National Vice President for Programs shall promote and publicize the national programs of the Fraternity to the membership and the outside community. The National Vice President for Programs shall submit a report of the credentials, compiled by National Headquarters, to the National Chapter. The National Vice President for Programs shall take minutes at National Conventions and National Council meetings, and publish them as needed.

3.208 The National Vice President for Student Affairs shall be a regular member of the National Council and have all the rights and privileges thereof. The National Vice President for Student Affairs shall attend all National Council meetings, be an able representative of the active and associate student members of the Fraternity at all times, and shall be an Active Member, Associate Member, member of the Alumni Association or Life Member. The National Vice President for Student Affairs shall send to all of the district officers a summary of the National Council actions and meetings a minimum of two (2) times per year.

3.209 The National Vice President for Professional Relations shall serve as a liaison for Kappa Kappa Psi with the college band teaching profession. The National Vice President for Professional Relations must be chosen from the collegiate band profession. The National Vice President for Professional Relations shall be appointed by the National President with approval from the National Council and serve a term of two (2) years.

3.210 The Honorary Life National President shall be honorary in nature and shall be an ex officio, nonvoting member of the National Council.

3.211 Members of the National Council shall serve without compensation. Expenses of each National Officer incurred on behalf of the Fraternity shall be paid by the Fraternity, upon presentation of a written statement approved by the National President and National Executive Director.
3.212 Each National Officer shall have one (1) vote at all meetings of the National Chapter and National Council. National Officers shall not be eligible to serve as chapter proxies at conventions.

3.213 If a vacancy occurs in the office of the National President, the National Vice President for Colonization and Membership shall become National President. In this event, the Board of Trustees may appoint a National Vice President for Colonization and Membership. If a vacancy occurs in the office of National Vice President for Colonization and Membership, the Board of Trustees shall appoint a National Vice President for Colonization and Membership. If a vacancy occurs in the office of National Vice President for Programs, the Board of Trustees shall appoint a National Vice President for Programs. If a vacancy occurs in the office of National Vice President for Student Affairs, the Board of Trustees, upon the recommendation of the National Council, shall appoint a National Vice President for Student Affairs.

3.214 For good cause, and after written notice and an opportunity to respond to the charges, a National Officer may be removed from office between National Conventions by a unanimous vote of the remaining National Officers and a two-thirds (2/3) favorable vote of the Board of Trustees.

3. Finances

3.301 All monies of the National Chapter shall be received and expended by the National Executive Director. All expenditures shall be made by check drawn on a bank selected by the National Council, signed by a person under bond designated by the National Council.

3.302 The National Executive Director and all employees of the National Headquarters shall each be covered individually and collectively by an adequate blanket bond, underwritten by a surety company selected by the National Chapter.

3.303 The fiscal year for the National Chapter shall be from June 1 to the next succeeding May 31. As of the close of business for each fiscal year, the National Executive Director shall arrange to have the financial records of the National Chapter audited by a Certified Public Accountant. Copies of the audit shall be submitted to the Chairperson of the Board of Trustees and to each member of the National Council.

3.304 The financial policies of the National Council shall be governed by a budget adopted at the beginning of each biennium.

3.305 Income of the National Chapter shall be derived from three (3) principal sources: Charter fees received from new chapters at the time of installation, annual national chapter fees, and annual national membership fees.

3.306 A portion of Life Membership fees shall be deposited into the National Chapter operating budget and a portion shall be deposited into the Kappa Kappa Psi Trust Fund. The specific proportions shall be determined by the National Chapter.
3.307 The Kappa Kappa Psi Trust Fund is a special bank account to hold and maintain deposits from Life Membership fees and interest earned on those funds. The Board of Trustees has authority for approving non-routine items, other than those stipulated funds, from this fund. Routine expenses of the fund shall be all expenses related to the National Intercollegiate Band as approved by the National Chapter Budget. Other funds may be requested for a specific use for Fraternity Programs by the National Council. All monies of the Trust Fund shall be received and expended by the National Executive Director.

4. Meetings

3.401 A regularly called convention of the National Chapter shall be held once in every two (2) years during the odd year. Each district and/or chapter is encouraged to provide input to the National Executive Director, the National Council of Kappa Kappa Psi and the National Council of Tau Beta Sigma regarding potential host chapters and locations for the convention. All dates and contracts of the proposed convention sites shall be negotiated by the National Executive Director and approved by the National Council of Kappa Kappa Psi and the National Council of Tau Beta Sigma. National Conventions shall be held where active chapters of the Fraternity and/or Sorority are located or where host chapters will be able to adequately support the convention and National Intercollegiate Band requirements. The National Convention shall be at the same time and place as Tau Beta Sigma National Conventions.

3.402 Special conventions of the National Chapter may be called upon a favorable vote of seventy-five (75) percent of the active chapters or upon recommendation of the National President, approved by a seventy-five (75) percent vote of the National Council.

3.403 A one hundred twenty (120) day written notice prior to the dates of all regular conventions and sixty (60) days before special conventions shall be given to all National Officers, District Presidents, and Chapters by the National Executive Director. Written notice will include a preliminary agenda and all available and pertinent information concerning the issues to be considered at the convention of the National Chapter. Following the January meeting of the National Council, the National Vice President for Student Affairs shall prepare an article for national publication providing available and pertinent information on issues which will be presented to a regular convention and any recommendations of the National Council relating thereto. Similar information shall be included in the April issue of NEWS NOTES. Thirty (30) days prior to any convention the National President shall send to each known delegate a letter updating and detailing the issues which will be presented to the convention and any recommendations of the National Council pertinent thereto.

3.404 In general, the order of business for all National Conventions shall be:
   a. Seating of Delegates
   b. Appointment of Committees
   c. Unfinished Business
   d. Report of Districts
   e. Report of National Officers
   f. New Business
   g. Reports of Committees
   h. Installation of Officers
   i. Closing Ceremonies

When deemed advisable, the general order of business may be changed by the National President.
3.405 Registration fees will be charged to those attending the Convention to cover reasonable service charges approved by the National Council.

3.406 Prior to the start of each National Convention each chapter shall have an official statement signed by the Chapter President and the Chapter Sponsor stating that all members attending said convention were classified as Active, Associate, or Conditional during the academic semester preceding convention. This provision shall not apply to Alumni, Life, or Honorary members, members of colonies, or individuals enrolled in the Membership Education Program.

3.407 Only Active, Associate, Conditional, Alumni, Life, and Honorary members, members of colonies, individuals enrolled in the Membership Education Program, and selected guests of the host chapter, National Council, or the National Headquarters may attend National Conventions. All members must, upon registering, produce a valid National Membership Card or have their status verified through the National Headquarters. If it is determined that a chapter has Inactive members attending convention, that chapter’s delegate and any alternate delegates will be immediately requested to give up their seat(s) on the convention floor and shall immediately forfeit all eligibility for National awards.

5. Membership

3.501 New chapters shall be admitted to the National Chapter of the Fraternity upon submission of a petition by the petitioning group prepared in accordance with instructions and provisions furnished by the National Chapter or National Council. All charter fees and initiate fees shall be paid at the appropriate times in the colonization process.

3.502 Before a charter is issued to a petitioning group and a chapter designated and installed, its petition shall have been approved by a seventy-five (75) percent vote of the National Chapter or a seventy-five (75) percent favorable vote of the National Council.

3.503 New chapters shall be installed by a National Officer, a past National Officer, a District Governor, or a member appointed by the National Executive Director in consultation with the National Vice President for Colonization and Membership as soon as possible following the approval of the petitioning document and the completion of a pre-installation visit.

3.504 In recognition of outstanding ability, accomplishment, or devotion to the best interests of the Fraternity, any member of the Fraternity may be voted a National Life Membership by a seventy-five (75) percent favorable vote of the National Chapter.

3.505 The retiring National President of the Fraternity shall be awarded a National Honorary Life Membership in recognition of the past service to the Fraternity and shall have a voice and vote when in attendance at National Chapter meetings.

6. Delegates and Proxies

3.601 Each Chapter of the Fraternity shall be represented at each National Chapter Convention by a delegate, alternate delegate, or proxy.

3.602 The active and associate members of a chapter shall elect its delegates at a regularly called meeting of the chapter. Each chapter shall file the official delegate form with the National Headquarters.
3.603 Each delegate or alternate delegate for an active chapter shall have a current Active or Associate membership card, a Life Membership card, or be vouched for properly as an Active, Associate, or Life Member of the Fraternity. In the absence of an official delegate, the chapter shall be represented by proxy. Each member acting as a proxy for an active chapter shall have a current Active or Associate membership card or be vouched for properly as an Active or Associate member of the Fraternity. Each delegate or proxy will be officially seated when all National Convention registration procedures have been completed.

3.604 Each official delegate or proxy shall have one (1) vote at regularly called conventions. Each official delegate or proxy shall serve for the duration of the convention to which appointed.

3.605 An active chapter may submit a written proxy, designating any other chapter to represent it to the National Convention. The written proxy must be postmarked no later than two (2) weeks prior to the opening session of the National Convention. The chapter issuing the proxy and the chapter designated as the proxy holder must be active with the National Headquarters. Written confirmation of the acceptance of a proxy must be made prior to the opening session of the Convention. All proxies not meeting the above requirements are void. The National Headquarters shall notify the proxy-issuing chapter as soon as possible. All seats of active chapters with the National Headquarters that are vacant, after seating of delegates and written proxies, shall be filled alphabetically, beginning after the last proxy seated, with proxies from the chapters present and voting. No chapter shall hold more than two (2) proxies (i.e., shall hold more than three [3] voting seats). Should official chapter delegates appear following the seating of the proxies, the chapter’s proxy shall cede the seat to the official chapter delegate.

3.606 Each District President in attendance shall be seated as a voting delegate to the Convention and shall not be considered a representative of the local chapter, unless no other member of that chapter is in attendance, in which case the District President may be seated as the chapter delegate. If the District President is not seated for the District, then the District Vice President shall act as delegate. If neither is seated for the district, a representative will be selected at a district caucus and appointed by the National President.

7. Committees

3.701 The Standing Committees of the National Chapter shall be: Committee on Jurisdiction; Committee on Ways and Means; Committee on Colonization and Membership; Committee on Programs; Committee on History and Traditions; Committee on Nominations; Committee on Ritual and Regalia; Committee on Publications; and National Student Advisory Committee. Such other committees, as may be considered necessary, may be appointed by the National Council, or National President.

3.702 All committees shall be appointed by the National President, except as otherwise stated in this Constitution, and shall consist of a minimum of three (3) members. No chapter shall have more than one (1) vote, including proxies, on the same committee. Members of all committees shall serve until relieved of their appointments by the National President.

3.703 The Committee on Jurisdiction shall examine, recommend, and submit to the National Chapter or National Council all propositions, revisions, and alterations for the amending of the Constitution. The committee will also meet jointly with the Tau Beta Sigma Committee on Jurisdiction in joint matters in order to promote uniform changes in joint policies. These uniform changes will be voted upon by the joint delegation.
3.704 The Committee on Ways and Means shall examine the biennial budget proposed and drawn up through the efforts of the National Executive Director, and the National Headquarters auditor/accountant. It will be the responsibility of the Committee to review the budget proposals and to submit their recommendations to the National Chapter for approval.

3.705 The Committee on Colonization and Membership shall examine, recommend, and submit to the National Chapter and National Council all propositions related to the colonization and the membership of the Fraternity.

3.706 The Committee on Programs shall examine, recommend, and submit to the National Chapter and National Council all propositions related to the programs of the Fraternity.

3.707 The Committee on History and Traditions shall examine, recommend, and submit to the National Chapter or National Council all propositions related to the history and traditions of the Fraternity.

3.708 The National Advisory Committee on Nominations shall meet prior to each National Convention. It will consist of the Chairperson of the Board of Trustees or his/her designee, who shall serve as the chair of the Committee. The other members will be the National President, the Vice President for Colonization and Membership, three (3) district governors, and the six (6) district presidents. The district governors for the National Advisory Committee on Nominations will be appointed by the National Council. The National Advisory Committee on Nominations will be charged with evaluating potential candidates for the offices of National Vice President for Colonization and Membership; National Vice President for Programs; and Board of Trustees. This Committee will review all potential candidates who have submitted applications by January 15 of the convention year. They will assess the eligibility of all potential candidates consistent with section 3.203 and additional basic criteria determined by the Committee. They will submit a confidential report of all potential candidates to the Committee on Nominations at the National Convention. This report shall detail aspects of the candidates’ eligibility or lack thereof. The Committee shall prepare an election newsletter to be distributed at district conventions and mailed to all chapters by April 15. The newsletter shall provide a general introduction of all eligible potential candidates. Candidates failing to meet the constitutional qualifications or the basic requirements of the Committee shall be notified in a timely manner by the Committee of the Committee’s decision.

3.709 The Committee on Nominations appointed at the National Convention shall be charged with investigating the eligibility of candidates, through interview of candidates and consideration of the report issued by the National Advisory Committee on Nominations, and recommending one (1) candidate to the National Chapter for each office of the National Council and Board of Trustees except for the National President, which will be filled by succession by the Vice President for Colonization and Membership with a simple majority vote. The Vice President for Professional Relations is appointed by the National Council. All candidates considered by the National Advisory Committee on Nominations are eligible to pursue their candidacy at the National Convention through the Committee on Nominations process. The candidate recommended by the Committee on Nominations shall automatically be placed in nomination. Additional nominations of those eligible candidates may be made from the floor. Nominations may be made at the convention for the office of Vice President for Student Affairs.
3.710 The Committee on Ritual and Regalia shall examine, recommend, and submit to the National Chapter and National Council all propositions relating to the ritual and regalia of the Fraternity.

3.711 The Committee on Publications shall examine, recommend, and submit to the National Chapter and National Council all propositions relating to the publications of the Fraternity.

3.712 The National Student Advisory Committee and its Chairperson, the National Vice President for Student Affairs, shall meet prior to and during the National Convention at times prescribed by the chairperson, to discuss the affairs and issues of the National Convention and the National Chapter. In addition, the committee will review any issues of the convention and the National Chapter that are not being discussed in any other standing or special committees and submit its recommendations to the National Chapter. Furthermore, the Committee shall serve as an open forum for all District Officers to interact directly with the National level of the Fraternity and discuss any topics, issues, and ideas that are conceived from the district leadership, and the active and associate student membership. The committee's membership shall consist of all current District Officers in attendance at the National Convention.

3.713 All minutes of the National Council meetings held during the interim as well as proposals to be presented by the National Council and National Headquarters at the National Convention concerning change in the Constitution or Fraternity policy shall be mailed to the Committee Chairpersons for study and consideration before the Convention is held.

3.714 All remaining committees shall examine, recommend, and submit to the National Chapter or National Council all propositions related to the work assigned to them respectively by the National President.

3.715 Expenses of each committee incurred on behalf of the Fraternity shall be paid by the Fraternity upon presentation of a written statement by the Committee Chairperson, approved by the National President and National Executive Director.

3.716 All Committees shall submit, as required, complete, typewritten reports in triplicate of their activities to the National Chapter, the National Council and the National Executive Director.

3.717 In addition to charges set forth by the National Convention Chair, committees shall consider all business forwarded to them by committees of previous National and District Conventions, as well as business brought to them at the current convention by seated voting delegates.

8. Reports

3.801 A report of the activities conducted during the term of office shall be submitted by each National Officer and District President at each regularly called Convention of the National Chapter. Each Chairperson of a Standing or Special Committee shall submit a report of the activities of the Committee, together with the Committee’s recommendations, at each Convention of the National Chapter. All reports shall be typewritten and submitted in triplicate. One (1) copy of all reports shall be filed at the National Headquarters by the National Executive Director.

3.802 Written or mimeographed copies of all National Council reports and all committee reports shall be available to the National Officers and all official delegates, alternate delegates, and proxies seated in the National Convention.
9. Publications

3.901 The name of the National Chapter publication shall be *The PODIUM*.

3.902 All publications of the National Chapter shall be edited, published, and distributed by the National Executive Director and the National Headquarters staff.

3.903 *The PODIUM* shall be published at the discretion of the National Council at least twice per academic year.

3.904 *The PODIUM* shall be restricted to articles, editorials, and news items of general interest to the Fraternity. Advertisements may be sold at rates determined by the National Council.

3.905 *NEWS NOTES* shall be used as a supplemental publication to *The PODIUM*.

3.906 *NEWS NOTES* shall be published at the discretion of the National Executive Director and the National Council.

3.907 Distribution of publications shall be limited to all dues-paying members and subscribers in the Fraternity and to such other parties as may be determined by the National Executive Director and the National Council.

3.908 The official printers shall be selected by the National Executive Director and approved by the National Council.

10. Ritual and Regalia

3.1001 A secret ritual shall be prescribed for the membership education of all candidates and their subsequent initiation into chapters of the Fraternity. A special ceremony shall also be prescribed for the installation of National Officers, District Officers, and Chapter Officers into their respective offices. The safekeeping of these rituals shall be the responsibility of the highest ranking officer in each of the component parts of the Fraternity.

3.1002 The various rituals of the Fraternity may be revised only by a favorable seventyfive (75) percent vote of the delegates and proxies present at a regularly called convention of the National Chapter.

3.1003 All regalia of the Fraternity, including ritual equipment, jewelry, charters, and membership shingles, shall be prescribed by the National Chapter. All jewelry may be copyrighted under the laws of the United States.

3.1004 Official jewelry of the Fraternity shall be manufactured and sold under the terms of a contract negotiated by the National Executive Director and approved by the National Council made with a reputable manufacturer and signed by the National President and National Vice President for Programs exclusively. The various items of jewelry shall include a National President’s ring and other items approved by the National Council.

3.1005 Official jewelry of the Fraternity may be purchased through the National Headquarters by using the appropriate form supplied by the National Headquarters. Special item orders will be forwarded to the official jeweler by the National Headquarters.
3.1006 At the completion of the term of office, the National President shall be presented with a National President’s ring by the National Chapter of the Fraternity in recognition of the service and work for the Fraternity.

3.1007 No official jewelry of the Fraternity may be given or sold to a nonmember by an initiated member.

3.1008 The use of the term “Ritual” shall be reserved for the three (3) degrees of the initiation process.

**IV. National Intercollegiate Band**

4.101 The Kappa Kappa Psi and Tau Beta Sigma National Intercollegiate Band is accepted as a functional part of the Kappa Kappa Psi and Tau Beta Sigma National Conventions with funding provided by the Kappa Kappa Psi Trust Fund, Tau Beta Sigma Trust Fund, and any other available funding.

4.102 The Organizational Director of the National Intercollegiate Band shall be appointed by the National Presidents with the approval of the joint National Council.

4.103 The Organizational Director shall have the responsibility for the administration of the National Intercollegiate Band.

4.104 The Associate Organizational Director of the National Intercollegiate Band, appointed by the National Presidents for the biennium and approved by the joint National Council, shall be immediately responsible for all facets of work contributing to the concert.

4.105 The National Intercollegiate Band shall be open to all college band members, college band directors, and members of the Fraternity.

4.106 The expenses for the sponsorship will be made part of the Biennial Convention Budget.

4.107 The National Intercollegiate Band shall play one (1) concert for the convention and be the official convention band and play such other concerts as convenience and good business shall dictate.

4.108 No activity of the National Intercollegiate Band shall be scheduled so as to conflict with the regular business meetings of the Fraternity.
V. Districts

1. Organization and Membership

5.101 The Fraternity shall be divided into seven (7) geographical areas to be known as “Districts.” The Districts shall be labeled according to their geographical region and shall comprise the following states or areas:

<table>
<thead>
<tr>
<th>Midwest District</th>
<th>Southeast District</th>
<th>North Central District</th>
<th>Northeast District</th>
<th>Western District</th>
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<tbody>
<tr>
<td>Colorado</td>
<td>Montana</td>
<td>Illinois</td>
<td>Connecticut</td>
<td>International</td>
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<tr>
<td>Iowa</td>
<td>Nebraska</td>
<td>Michigan</td>
<td>New Jersey</td>
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<td>Minnesota</td>
<td>South Dakota</td>
<td>Kentucky</td>
<td>D.C.</td>
<td>California</td>
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<tr>
<td>Missouri</td>
<td>Wyoming</td>
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<td>Maine</td>
<td>Hawaii</td>
</tr>
</tbody>
</table>

North Central District:
- Illinois
- Michigan
- Ohio
- Wisconsin

Northeast District:
- Connecticut
- New Jersey
- Delaware
- Pennsylvania
- Rhode Island
- Maryland
- Vermont
- Massachusetts
- Virginia
- New Hampshire
- West Virginia

Southeast District:
- Alabama
- Florida
- Georgia
- South Carolina
- Tennessee

Southwest District:
- Arkansas
- Louisiana
- New Mexico
- Oklahoma
- Texas

South Central District:
- Missouri
- Wyoming
- North Dakota
- South Dakota
- Nebraska
- Kansas

International:
- All chapters outside the United States.

5.102 Each District shall comprise all the chapters located within its states or areas and such other chapters assigned pursuant to 5.103.

5.103 Any chapter can petition the National Council and be assigned to the neighboring District on a majority vote of the National Council.

5.104 Each District having four (4) or more chapters shall have its own constitution, which must be reviewed and approved by the National Executive Director and the National Council prior to its taking effect. The district constitution shall in no way conflict with or receive priority over this constitution except as provided in Section 1.117.

2. District Governors

5.201 Each District shall be under the jurisdiction of at least one (1) District Governor. The District Governor(s) shall be selected by the National Council, with the advice of the respective district convention when offered. The District Governor(s) shall be at least twenty-five (25) years of age and serve for a period of two (2) years or from National Chapter Convention to National Chapter Convention.
5.202 The District Governor(s) shall be the administrative Officer(s) of the District and shall be a member ex officio of all district committees which the District President shall appoint. The District Governor(s) shall act in an advisory capacity to the National Council, the District, and the individual chapters and shall communicate the advice of the National Council to the District and the Chapters in the District. The District Governor(s) shall be designated as the official representative(s) of the District whenever such representation shall be required and shall, when requested by the National Council, act as the official inspecting officer(s) of the Fraternity at all Chapters within the District.

5.203 The District Governor(s) shall serve without compensation; however, all travels specifically requested by the National President may be reimbursed according to the schedule of reimbursement set up by the National Council.

3. Officers

5.301 Each District shall have a District President, Vice President, Secretary-Treasurer, and Member-at-Large. At the discretion of the District, other officers may be elected or appointed. The chapters assembled in District Convention shall elect the District President, Vice President, Secretary-Treasurer, and Member-at-Large.

5.302 Each District Officer shall be an Active or Associate member in the Fraternity at the time of election and for their entire term of office. The District President, Vice President, Secretary-Treasurer, and Member-at-Large shall be enrolled in a declared or undeclared full-time degree program at a college or university for the entire academic year following election to district office.

5.303 If after election, a District officer is unable to maintain full-time status, the District Officer may remain in office upon approval of both the District Governor(s) and a majority of the remaining District Council.

5.304 Each District Officer shall have more than ordinary business and professional ability and shall be capable of representing the Fraternity and District when called upon to do so. The officer shall have the best interests of the Fraternity at heart and be willing and able to devote the necessary time to the duties of office. The District President, Vice President, Secretary-Treasurer, and Member-at-Large shall serve from District Convention to District Convention.

5.305 The District President shall preside at all meetings of the District and shall be seated and have a vote in the National Chapter at the National Convention. The President shall be a member ex officio of all District Committees which shall be appointed and shall render all possible assistance to the District Governor(s). In the absence of the District Governor(s), the District President may be designated as the official representative of the District whenever such representation shall be required.

5.306 The District Vice President shall, in the absence of the District President, preside at the meetings of the District. The District Vice President shall have such other duties as prescribed by the district constitution. Should the office of District President be vacated for any reason, the District Vice President shall automatically succeed to the District Presidency, until the next District Convention.
5.307 The District Secretary-Treasurer shall record, publish and distribute to all chapters in the District, the District Governor(s), all members of the National Council, the minutes of all meetings of the District and shall, as necessary, control the receipt and disbursement of all monies of the District.

5.308 The District Member-at-Large shall be an able representative of the active and associate student members at all times.

5.309 All District Officers shall serve without compensation. Expenses of the District Officers, when authorized by the District Governor(s), shall be paid by the District upon presentation of a valid receipt for money disbursed in the name of the District.

5.310 District Officers shall not have a vote at regularly called Conventions of the Fraternity unless they have been appointed official delegate or proxies by chapters, except as provided in Section 3.606. The District President, during a District Convention, may vote only when his/her vote will affect the result of a tie.

4. Finances

5.401 Money designated for District Accounts shall remain in the National Account until requested by the District Governor(s) or his/her appointee and the District Secretary-Treasurer. The request shall be in writing, signed by both aforementioned representatives of that District. The amount allocated to each District shall be determined by the sum of active and associate dues collected by January 1 and spring initiate dues collected by June 30. These monies shall be used as the District sees fit. Any active or associate dues received after January 1 shall be deposited directly into the general fund.

5.402 All District monies shall be deposited and expended through the District account maintained by the National Headquarters. No other District accounts or bank accounts shall be maintained by the District.

5. Meetings

5.501 A regularly called meeting of the District may be held on a yearly basis or during the even numbered year of the biennium; the location to be determined by the preceding convention or, in the absence of a decision by the Convention, by the District Governor(s). The date is to be determined by the host chapter, subject to approval of a majority of the District chapters.

5.502 Special conventions of the District may be called upon a favorable vote of seventy-five (75) percent of the active chapters of the District or upon recommendation of all the District Officers.

5.503 A sixty (60) day written notice prior to the date of all regular District Conventions and thirty (30) days for all special District Conventions shall be given to all National Officers, District Officers, and chapters in the District by the District Secretary-Treasurer or, in his/her absence, a person appointed by the District President.

5.504 Official delegates from a majority of the active chapters of the District together with at least fifty (50) percent of the District Officers shall constitute a quorum at all District Conventions.
5.505 In general, the order of business of all District Conventions shall be:
   a. Seating of Delegates
   b. Appointment of Committees
   c. Unfinished Business
   d. Report of Chapters in District
   e. Report of District Officers
   f. New Business
   g. Committee Reports
   h. Officer Installation
   i. Closing Ceremonies

The general order of business may be changed by the District President.

5.506 No fees will be charged to those attending the Convention except as provided in 5.605 unless approved by the National Council.

5.507 Prior to the start of each District Convention each chapter shall have an official statement signed by the Chapter President and the Chapter Sponsor stating that all members attending said Convention are classified as Active, Associate, or Conditional. This provision shall not apply to Alumni, Life, or Honorary members, members of a colony, or individuals enrolled in the Membership Education Program.

5.508 A chapter hosting District Convention shall provide for a registration of all members attending said Convention. At minimum, this registration process shall determine the status of all attendees as Active, Associate, Conditional, Alumni, Life, or Honorary members, members of colonies, or individuals enrolled in the Membership Education Program.

5.509 Only Active, Associate, Conditional, Alumni, Life, and Honorary members, members of colonies, individuals enrolled in the Membership Education Program, and selected guests of the host chapter, District or National Councils, or the National Headquarters may attend District Conventions. All members must, upon registering, produce a valid National Membership Card or have their status vouched for by the highest ranking officer of their delegation. If it is determined that a chapter has Inactive members attending Convention that chapter’s delegate and any alternate delegates will be immediately requested to give up their seat(s) on the convention floor and shall immediately forfeit all eligibility for any District awards.

6. Delegates and Proxies

5.601 Each active chapter of the Fraternity with its District shall be represented at each District Convention by a delegate, alternate delegate, or a proxy. Each delegate, alternate delegate, or proxy shall have either a current Active Membership card, a current Associate Membership card, a Life Membership card, or be properly vouched for by a District or National Officer. Each delegate, alternate delegate, or proxy will be officially seated when all District Convention registration procedures have been completed. Conditional members may not act as delegates.

5.602 The active and associate members of a chapter shall elect its delegates at a regularly called meeting of the chapter. Each delegate and alternate delegates of a chapter shall have an official statement signed by the local president and sponsor to the effect that they have been duly elected by their chapter.
5.603 Each official delegate or proxy shall have one (1) vote at each District Convention. Each official delegate or proxy shall serve for the duration of the Convention to which appointed.

5.604 Proxies shall be distributed as directed by the Convention.

5.605 A delegate fee may be assessed against each chapter in attendance at the District Convention. This fee is assessed at the discretion of the District Council with the approval of the National President in consultation with the National Executive Director. Such delegate fees shall be paid to the District Secretary-Treasurer and shall be deposited in the District account at the National Headquarters.

7. Committees

5.701 The Committees of the District shall be such as are deemed necessary by the District President. All Committees shall be appointed by the District President. Members of committees shall serve until relieved of their appointments by the District President.

5.702 A Committee on Nominations at each District Convention shall carefully investigate the eligibility of members for election to the offices of District President, Vice President, Secretary-Treasurer, and Member-at-Large. This committee shall review all candidates seeking office and shall nominate all constitutionally qualified candidates to the Convention. Additional nominations may be made from the floor of the Convention by an official delegate. A majority of all votes cast shall be necessary for election.

8. Reports

5.801 Each District Officer shall submit reports to his/her District Convention. These reports shall be submitted typewritten and in triplicate to the District Secretary-Treasurer who will forward a copy to the District Governor(s) and a copy to the National Executive Director. The District Secretary-Treasurer will keep one (1) copy for the minutes of the Convention.

5.802 A report along with any recommendations shall be submitted in triplicate by the Chairperson of all committees at each District Convention.

5.803 A report, in triplicate, shall be submitted by the District President on behalf of all the District Officers at each meeting of the National Chapter.

VI. Chapters

1. General

6.101 Chapters of Kappa Kappa Psi Fraternity shall be established throughout the general jurisdiction of the Fraternity at academically accredited colleges and universities with the permission of the Director of Bands, and then operate in a manner consistent with this document, the rules and regulations of the college or university, local ordinances, and state and federal laws. The Director of Bands is responsible for governing and monitoring the activities and affairs of the local chapter. The Director of Bands may choose to appoint an individual to serve in the role of Chapter Sponsor. The National Council shall recognize the authority of the Chapter Sponsor appointed by the Director of Bands; however, the Director of Bands has ultimate authority in matters pertaining to the chapter. The Chapter Sponsor and Director of Bands are members ex officio of all chapter committees.
6.102 Chapters shall be named after letters in the Greek alphabet. After the alphabet has been exhausted, the chapters shall be named by prefixing each letter with the first letter of the alphabet and again reusing the alphabet. After again exhausting the alphabet, the chapters shall be named by prefixing each letter with second letter of the alphabet, and so on as chapter names are needed. Alphabet letters shall be assigned consecutively as chapters are named.

6.103 The chapter shall have jurisdiction over all its members at the college or university where the chapter is located.

6.104 Each chapter shall have its own constitution which shall be approved by the Chapter Sponsor. The chapter constitution shall in no way conflict or receive priority over this Constitution.

6.105 Investigative Hold. Upon due cause, chapters of the Fraternity may be placed on investigative hold by the National Council. All chapter functions and activities shall be halted pending an investigation by a representative of the National Organization who shall make a written report to the National Council within ten (10) days following the conclusion of the investigation. The National Council, after reviewing the report and the chapter’s response and any other information provided to them, may take appropriate action to sanction the chapter. The chapter may appeal the action(s) imposed in accordance with a procedure established by the National Council to ensure due process to the chapter within ten (10) days of the National Council’s decision to sanction. Said chapter’s Director of Bands, Chapter Sponsor, Chapter President, District Governor(s), District President and the appropriate college or university officials shall be notified within ten (10) days of sanction decision from the National Council.

6.106 Probation. Upon due cause, chapters of the Fraternity may be placed on probation by the National Council. Probation shall be accompanied by such terms and conditions as necessary and appropriate to correct the deficiency and/or failures of the chapter and ensure observance of fraternity obligations. Probation shall not extend beyond the end of the fiscal year, or at the discretion of the National Council. Chapters who miss two (2) consecutive report obligations to the National Chapter will automatically be placed on probation. Any chapter that fails to timely correct their situation may face further sanctioning from the Fraternity.

6.107 Suspension. Upon due cause, chapters of the Fraternity maybe placed on suspension by the National Council. Suspension shall be accompanied by such terms and conditions as necessary and appropriate to correct the deficiency of the chapter and ensure observance of fraternity obligations. All chapter functions and activities shall be suspended. The chapter may only meet under the supervision of the Director of Bands and Chapter Sponsor, or their designee, to address the conditions of the suspension. Chapters who do not meet their financial dues obligation to the National Chapter will be placed on suspension. Any chapter that fails to timely correct their situation may face further sanctioning from the fraternity.

6.108 Charter Revocation. Upon due cause, including the continued failure of a chapter to follow the policies and procedures of the Fraternity, the National Council shall revoke the charter of the chapter. The National Headquarters shall take appropriate measures to effect surrender of the chapter’s charter and other items of identification with the Fraternity. Where appropriate, remaining collegiate members of the chapter shall also be expelled. The chapter may appeal the disciplinary action imposed in accordance with a procedure established by the National Council to ensure due process to the chapter. Said chapter’s Chapter Sponsor, Chapter President, District Governor(s), District President and the appropriate college or university officials shall be notified within ten (10) days of disciplinary action.
6.109 Reinstatement. A chapter charter which has been revoked may be reinstated after inspection by a representative of the National Organization, provided that the petitioning group meets the standards required for a new chapter and that all financial obligations accrued prior to revocation of the chapter charter shall have been settled. A chapter so reinstated shall be granted its previous chapter name after completing a recolonization program.

2. Officers

6.201 The officers of a chapter shall be: Sponsor/Advisor (ex officio), President, Vice President, Secretary, Treasurer, Historian, Alumni Relations Officer and other officers as needed.

6.202 The active and associate members of a chapter shall elect its officers at a regularly called meeting of the chapter.

6.203 Each chapter officer shall be an active or associate member of the Fraternity at the time of election and a regularly enrolled student at the college or university during the term of office. Each officer shall possess more than ordinary business ability and shall be capable of representing the chapter under all ordinary conditions. Each officer shall have the best interests of the Fraternity at heart and shall be willing and able to devote the necessary time to the execution of the office. The Chapter Sponsor shall have the authority to exempt any officer from a specific requirement of office.

6.204 The election of chapter officers shall be held at least once during the academic year. Nominations for each office shall be made from the floor of the meeting and a majority of all votes cast shall be necessary for election.

6.205 Each officer shall serve for a period of one (1) year unless otherwise stipulated by the chapter. Chapter officers shall serve without compensation.

6.206 The Sponsor shall operate under the authority of the Director of Bands. The Sponsor acts as a consultant to the chapter and assists the group in its growth and development. He/She provides direction through advice, understanding and clarification.

6.207 The President shall preside at all meetings of the chapter and shall be a member ex officio of all chapter committees. The President shall sign all checks for monies disbursed and shall sign all contracts and other instruments of business involving the chapter. The President shall be designated as the official representative of the chapter whenever such representation shall be required and shall prepare and send all reports to the National Headquarters of the Fraternity.

6.208 The Vice President shall, in the absence of the President, preside at meetings of the chapter and shall advance the purposes of the Fraternity as stated in the Preamble of this Constitution by promoting the work of the chapter as performed by its several officers and committees. The Vice President shall be responsible for the educating, training, and initiation of all members, unless another officer has been elected to that duty.

6.209 The Secretary shall record the minutes of all meetings of the chapter and shall sign all contracts and other instruments of business incurred by the chapter. The Secretary shall maintain a permanent record of each member of the chapter including name, address, telephone number, chapter roster number, and instrument played. In addition, the Secretary shall be responsible for all chapter correspondence.
6.210 The Treasurer shall control the receipts and disbursements of all monies of the chapter, and shall submit recommendations concerning the financial policies of the chapter as may be required. The Treasurer shall sign all checks for monies disbursed and shall prepare and be responsible for keeping records of all chapter finances.

6.211 The Historian shall be responsible for maintaining a written and pictorial record of the activities of the chapter and band.

6.212 The Alumni Relations Officer shall collect permanent address information and dispense Life Membership applications to all brothers graduating or leaving the college or university, and to supply this information to the National Headquarters. The Alumni Relations Officer shall work with and promote alumni activities.

3. Finances

6.301 All monies of the chapter shall be received and expended by the Chapter Treasurer. All expenditures shall be signed by the Chapter President and Treasurer.

6.302 The fiscal year for the chapter shall be from June 1 to the next succeeding May 31.

6.303 The financial policies of the chapter shall be governed by a budget adopted at the beginning of each fiscal year.

6.304 Income of the chapter shall be derived from annual dues assessed each active and associate member and fundraising projects conducted by the chapter. These dues shall be determined by the chapter and shall include an annual national membership fee as determined by the National Chapter and payable to the National Executive Director on or before September 30 of each year along with the submission of all appropriate forms. Chapters at schools with starting dates after September 15 will not be required to pay fees until October 15. If the fees are not paid and all forms are not submitted complete with required signatures, the chapter will go on immediate probation. Probation will include the immediate suspension of all fraternal activities. Any chapter not in full standing in thirty (30) days from the due date will be assessed a surcharge of twenty-five percent (25%) of the total member dues and chapter fee. Chapters that have not paid by January 1 will be officially suspended and may have the chapter charter revoked.

4. Meetings

6.401 A regularly called meeting of the chapter shall be held at least once each month during the regular academic school year of the college or university where the chapter is located. Meetings may be held more frequently when deemed advisable by the chapter. The exact time of the meeting shall be determined by the chapter.

6.402 Special chapter meetings shall be called as provided by local bylaws.

6.403 Fifty (50) percent of all active and associate members in a chapter together with at least two (2) chapter officers shall constitute a quorum at all meetings.
6.404 In general, the order of business of all chapter meetings shall be:
   a. Opening Ceremonies
   b. Reading of Minutes
   c. Report of Chapter Officers
   d. Unfinished Business
   e. New Business
   f. Report of Committees
   g. Closing Ceremonies

When deemed advisable, the general order of business may be changed by the Chapter President.

5. Membership

6.501 Chapter membership shall consist of seven (7) types: Active, Associate, Conditional, Inactive, Alumni, Life, and Honorary Membership. All Active, Associate, and Conditional memberships expire September 30.

6.502 An initiated member of Tau Beta Sigma shall never be granted active status in Kappa Kappa Psi.

6.503 A bandmember may be offered entry into the Membership Education Program of the Fraternity after the satisfactory completion of one (1) term as a member of the college or university band unless exception is made by the Chapter Sponsor. The prospective member shall be a band member who possesses unusually good character and demonstrates leadership potential.

6.504 Eligible individuals shall be permitted entry into the Membership Education Program at the request of an active or associate member of the Fraternity. A negative vote of twenty-five (25) percent or five (5) members, which ever is greater, of the eligible active and associate membership shall be required to prevent a person from entering the Membership Education Program of the Fraternity. If a person is rejected on a second ballot in the same meeting, the name shall not be proposed again during the current academic year.

6.505 Prior to initiation, the membership candidate must receive a favorable vote of seventy-five (75) percent of the eligible voting membership and pay an initiation fee and the year’s national dues as determined by the National Chapter (refundable if not initiated) to the Chapter Treasurer who shall forward it immediately to the National Headquarters. The candidate shall not be considered initiated until said name has been recorded in the Master Chapter Roster at the National Headquarters. Any chapter that submits information for initiates later than thirty (30) days after the initiated date will be assessed a late reporting fee of an additional twenty-five (25) percent of the total number of initiates submitted.

6.506 Active and associate members of the Fraternity shall be registered students and members of the college or university band program who have been formally initiated after the completion of the Membership Education Program of the Fraternity. All annual dues and fees must be paid up to date to maintain active and associate membership in the Fraternity.
6.507 It shall be the duty of each active and associate member to attend all meetings of the chapter; to pay promptly all financial obligation to both the chapter and the Fraternity; to become acquainted with the National Constitution, District Constitution, the local constitution and the history of Kappa Kappa Psi; and to support the efforts and purposes of the chapter and Fraternity.

6.508 Any member of any Kappa Kappa Psi chapter who has recently been an active member of that chapter is, upon transferring to another school, eligible to become an active member at the chapter of that school. Active membership will be granted to the member upon enrollment in the band program at the new school and the fulfillment of all financial obligations.

6.509 Associate membership is available to any active member in good standing of Tau Beta Sigma who transfers to another school with only a Kappa Kappa Psi chapter. The student may request associate status with the Kappa Kappa Psi chapter. To be eligible to request associate status, the student shall be enrolled in the band program. Following such a request, the student shall complete an orientation program not to exceed thirty (30) days, during which time the chapter will assist the student in becoming familiar with the principles, purposes, and policies of Kappa Kappa Psi and the operations of the local chapter. Upon the successful completion of the orientation program and approval of the chapter sponsor, the chapter shall vote on the request for associate status. The student must receive a favorable vote of seventy-five (75) percent of the eligible voting membership and pay the year’s national dues as determined by the National Chapter (refundable if not initiated) to the Chapter Treasurer who shall forward it immediately to the National Headquarters.

6.510 To maintain associate status, the member shall satisfy all requirements and obligations for active status set forth in Section 6.506 and 6.507, as well as any local requirements, such as local dues, service hours, attendance, etc. Associate members shall have all the rights, privileges, and responsibilities related to active status in the chapter. In the event of one or more subsequent transfer to other schools, associate membership may be continued if there is no Tau Beta Sigma chapter at the local institution. However, upon subsequent transfer to a school with a Tau Beta Sigma chapter, the associate member shall no longer be eligible for associate membership status in Kappa Kappa Psi.

6.511 Conditional status in the Fraternity may be requested by an active or associate member when that member cannot, without undue hardship, continue to meet the requirements for active or associate status, respectively. The request shall be in writing and shall state the specific reasons for requesting conditional status. To become effective, the member shall have paid national member dues for the current academic year. The request shall be approved by a majority vote of the chapter, with approval of the Sponsor/Director of Bands. Conditional status shall not be maintained for more than one (1) year. After one (1) year, a request must be submitted to maintain Conditional status.

6.512 Conditional members may, at the discretion of the local chapter, attend Chapter meetings, District and National Conventions and events, participate in Ritual, participate in chapter fundraisers and service projects and attend chapter social functions. Conditional members shall not hold office, propose candidates for membership, introduce business, vote on any matters, or act in the capacity of a big brother.
6.513 Former active or associate members who are enrolled in school but do not pay member dues shall be classified as inactive members. Inactive members have no privileges of Fraternity membership. Inactive members may not participate in any Fraternity business, projects, or activities. To obtain privileges of membership, said member must request, in writing, reinstatement by the chapter from which the member became inactive. Upon review of the inactive member’s written request, the inactive member must receive a favorable vote of seventy-five (75) percent of the eligible voting membership, the approval of the chapter sponsor, and payment of all financial obligations to both the chapter and the Fraternity in order to be granted privileges of membership.

6.514 Alumni members of the Fraternity shall be those Active, Associate or Conditional members of the Fraternity who have completed their education or who have terminated their affiliation with their college or university. In the event an alumni member wishes to reactivate with the respective chapter, said alumnus must be registered as a student, be an active member of the institution’s band, and meet requirements as an active or associate member of the local chapter.

6.515 Alumni members have privileges that are at the discretion of the local Chapter. These privileges include but are not limited to: attending Chapter meetings, participating in Ritual, participating in Chapter fundraisers, and attending Chapter social functions. Alumni members shall not, at the Chapter or District level, hold office, propose candidates for membership, introduce business, vote on any matters, or act in the capacity of a big brother.

6.516 Any alumni member upon payment of a Life Membership contribution, the amount to be set by the National Chapter, along with an application to the National Headquarters, shall be entitled to Life Membership privileges and may, if desired, subscribe to The PODIUM.

6.517 Honorary members of the Fraternity shall possess the same general qualifications as active or associate members except that they shall not necessarily be regularly enrolled in the college or university where the chapter is located nor possess any qualifications as musicians. They shall be generally recognized as outstanding in their field of endeavor or shall have performed outstanding service for the college or university band or Fraternity.

6.518 An initiation fee as determined by the National Chapter for each honorary member initiated by a chapter shall be paid by the Chapter Treasurer to the National Headquarters prior to the initiation and shall entitle the honorary member to Life Membership privileges in the Fraternity without further obligations. The National Headquarters shall provide a special membership certificate and membership card and gold recognition button. Additional jewelry for honorary members may be purchased by the chapter if deemed advisable.

6.519 Upon due cause, a member of the Fraternity may be placed on probation following a favorable vote on the motion of seventy-five (75) percent of the chapter’s eligible voting membership and approval by the chapter sponsor.

6.520 A member placed on probation shall be informed, in writing, of the following: the reasons for probation; a specified time period in which to make restitution; and the obligations needed to be fulfilled within that time period. Fulfillment of all obligations within the specified time period shall return said member to previous membership status. Fulfillment of all obligations shall be approved by the chapter and sponsor. Failure to complete all obligations is just cause for either an extension of the probationary term or for the initiation of suspension proceedings.
6.521 Upon due cause, a member of the Fraternity may be suspended following a favorable vote of seventy-five (75) percent of the chapter’s eligible voting membership and approval from the chapter sponsor. Suspended members may not participate in any Fraternity business, projects, or activities.

6.522 A member placed on suspension shall be informed, in writing, of the following: the reasons for suspension; a specified time period in which to make restitution; and the obligations needed to be fulfilled within that time period. Fulfillment of all obligations within the specified time period shall return said member to previous membership status. Fulfillment of all obligations shall be approved by the chapter and sponsor. Failure to complete all obligations is just cause for either an extension of the suspension term or for the initiation of expulsion proceedings.

6.523 Upon due cause, a member of the Fraternity may be expelled following a favorable vote of seventy-five (75) percent of the chapter’s eligible voting membership and approval of the chapter sponsor. Such expulsion must conform to the rules and regulations of the local institution involved. The member will be given a hearing before the said motion is voted on. The vote will be a secret ballot, and the member will be informed of the vote totals. Having been expelled, the member shall return to the chapter all regalia and property of the Fraternity being held, and the name shall be stricken from the Master Chapter Roster at the National Headquarters.

6.524 Membership status in Kappa Kappa Psi may not be terminated by the member through resignation. However, as stated in 6.520, 6.521, and 6.522, a member may be suspended or expelled for due cause by the chapter of his/her affiliation.

6. Delegates and Proxies

6.601 Each active chapter of the Fraternity shall be represented at each District and National Chapter Convention by a delegate, alternate delegate, or proxy. Each delegate, alternate delegate or member acting as a proxy for an absent chapter shall have a current Active or Associate membership card, a Life Membership card, or be vouched for properly. Each delegate or proxy will be officially seated when all National or District registration procedures have been completed.

6.602 The active and associate members of a chapter shall elect its delegates at a regularly called meeting of the chapter. Each chapter delegate shall be an Active, Associate or Life Member of the Fraternity at the time of election.

6.603 Each delegate and the alternate delegates of a chapter shall have an official statement signed by the local president and sponsor to the effect that they have been duly elected by their chapter.

6.604 Each official delegate, alternate delegate, or proxy (when officially seated at a District or National Convention) shall have one (1) vote at the Convention. Each official delegate or proxy shall serve for the duration of the Convention to which appointed.

6.605 The election of chapter delegates to the District Convention shall be held at least thirty (30) days prior to the opening date of the Convention. The election of chapter delegates to the National Chapter Convention shall be held at least sixty (60) days prior to the opening date of the Convention.
6.606 Chapter delegates shall serve without compensation. Expenses of chapter delegates, when authorized by the chapter, shall be paid by the chapter upon presentation of a written statement approved by the Chapter President and Treasurer.

7. Committees

6.701 Committees of the chapter shall be determined as required by the chapter and all committees shall be appointed by the Chapter President.

8. Reports

6.801 All reports of the chapter shall be submitted to the National Headquarters in writing by December 1 and June 1 to the National Headquarters on forms prescribed by the National Headquarters.

9. Colonization

6.901 Procedures and guidelines for colonization as approved by the National Chapter and/or National Council will be adhered to by the advising chapter, advisor, and colony.