

Mountain East Province

By-Law XIII

Local Province Ordinances

Ordinance 1. Title

Section 1. This Province shall be known as Mountain East Province, hereinafter referred to as the Province of Kappa Psi Pharmaceutical Fraternity, Incorporated, as designated by Alpha Chapter of Kappa Psi Pharmaceutical Fraternity, Incorporated, hereinafter referred to as the Fraternity.

Section 2. No additions to By-Law I, Section 2 of the Uniform Province By-Laws.

Ordinance 2. Composition of the Province

Section 1. No additions to By-Law II, Section 1 of the Uniform Province By-Laws.

Ordinance 3. Dues and Assessments

Section 1. Each Collegiate Chapter shall pay the annual per capita fee of \$7.00 for all Chapter Members of record as of November 1st of the preceding year up to a maximum of \$700 per collegiate chapter. Each Graduate Chapter shall pay the annual fee of \$75.00. All dues and fees shall be for the calendar year and due on the later of January 31st or thirty (30) days after the Province Treasurer sends the invoice of dues and fees to the official chapter email address and to the GCD. Late charges of two percent (2%) per month shall be assessed for dues and fees not received by the due date.

Section 2. No additions to By-Law III, Section 2 of the Uniform Province By-Laws.

Section 3. No additions to By-Law III, Section 3 of the Uniform Province By-Laws.

Section 4. No additions to By-Law III, Section 4 of the Uniform Province By-Laws.

Section 5. No additions to By-Law III, Section 5 of the Uniform Province By-Laws.

Ordinance 4. Province Assemblies and Interim Meetings

Section 1. Province Assemblies shall be held twice annually between the meetings of the Grand Council. The time and place of these meetings shall be determined by the Province Executive Committee after consultation with the Chapters, at the request of the Province Executive Committee, or at the request of at least two-thirds (2/3) of the Chapters of the Province. Starting with the Fall 2015 assembly, the order of host chapters shall be: Beta Eta, Delta Kappa, Beta Kappa, Delta Xi, Epsilon Omicron, Epsilon Nu, Zeta Kappa, Delta Epsilon, Sigma. The Executive Committee may elect to host a virtual meeting in extenuating circumstances.

Section 2. No additions to By-Law IV, Section 2 of the Uniform Province By-Laws.

Section 3. No additions to By-Law IV, Section 3 of the Uniform Province By-Laws.

Section 4. No additions to By-Law IV, Section 4 of the Uniform Province By-Laws.

Ordinance 5. Composition of Province Assembly

Section 1. No additions to By-Law V, Section 1 of the Uniform Province By-Laws.

Section 2. No additions to By-Law V, Section 2 of the Uniform Province By-Laws.

Section 3. A Chapter in good standing is defined as one meeting all financial and constitutional requirements of the Province.

Section 4. No additions to By-Law V, Section 4 of the Uniform Province By-Laws.

Section 5. No additions to By-Law V, Section 5 of the Uniform Province By-Laws.

Section 6 The Province shall not reimburse any Collegiate Chapter for expenses to Province Assemblies.

Section 7. Mountain East Province registration fee of the collegiate Province Officers shall be reimbursed. The Province Supervisor, Assistant Supervisor and members of the International Executive Committee shall have their Assembly registration fee paid for by the Province. Grand Council Deputies of collegiate chapters of Mountain East Province will have their registration fees reimbursed by the Province.

Section 8. No additions to By-Law V, Section 8 of the Uniform Province By-Laws.

Section 9. No additions to By-Law V, Section 9 of the Uniform Province By-Laws.

Ordinance 6. Officers: Elections and Duties

Section 1. The Province Officers shall be: Satrap, Vice-Satrap, Secretary, Treasurer, Historian, Chaplain, Parliamentarian, and Webmaster. No officer may serve more than 2 consecutive terms of the same office.

Section 2. No additions to By-Law VI, Section 2 of the Uniform Province By-Laws.

Section 3. Officers shall be nominated and elected on an annual basis at the Fall Province Assembly and will serve a one (1) year term. No member shall hold more than one (1) voting Province Office at the same time. Candidates for office must be present at the meeting in order to be placed on a ballot for election.

Section 4. No additions to By-Law VI, Section 4 of the Uniform Province By-Laws.

Section 5. No additions to By-Law VI, Section 5 of the Uniform Province By-Laws.

Ordinance 7. Committees

Section 1. The Province shall have the following standing committees: Executive, Legislative, Auditing, Province Assembly Planning, Philanthropy, Newsletter, Graduate Development, Web Design, Risk Management and Advisory.

Section 2. No additions to By-Law VII, Section 2 of the Uniform Province By-Laws.

Section 3. No additions to By-Law VII, Section 3 of the Uniform Province By-Laws.

Section 4. The Immediate Past Satrap, Grand Council Convention Delegate and Alternate Delegate shall serve as non-voting members of the Province Executive Committee. The Immediate Past Satrap may not hold a voting Province Office concurrently.

Section 5.

Subsection A. The Advisory Committee shall be all past Satraps of Mountain East Province as well as the Supervisor and Assistant Supervisor.

Subsection B. The Risk Management Committee shall consist of at least one collegiate Member, one graduate Member, and a member of the Executive Committee.

Ordinance 8. Delegate and Alternate Delegate to The Grand Council Convention

Section 1. Elections for the Grand Council Convention Delegate and Alternate Delegate shall be conducted at the Assembly just prior to the Grand Council Convention. The Delegate and Alternate Delegate's term shall expire at the end of the Assembly following the Grand Council Convention.

Section 2. The duties of the Province Delegate shall include preparing and presenting a Province report to be given at the Grand Council Convention. The Delegate and Alternate Delegate to the Grand Council Convention shall promote attendance to the Grand Council Convention and be responsible for assisting all Chapters to submit proxy and/or delegate forms to the Central Office for the Grand Council Convention. The Province Delegate shall act as chairperson for the Province caucus at the Grand Council Convention. The Province Delegate shall submit a report of the Grand Council to the Province Secretary at least one month prior to the next Province Assembly. The Province Delegate shall also be responsible for submitting an official report to be presented at the Province assembly immediately following the Grand Council Convention.

Section 3. The Grand Council Convention Delegate (or Alternate Delegate if the Delegate is unable to attend) shall be reimbursed for the Grand Council Convention early registration fee. In the event either the Province or Alternate Delegate fails to perform their elected duties at the Grand Council Convention and have received advanced reimbursement, they are required to refund the advancement to the Province.

Ordinance 9. Order of Business for Province Assemblies

Section 1. No additions to By-Law IX, Section 1 of the Uniform Province By-Laws.

Ordinance 10. Quorum

Section 1. No additions to By-Law X, Section 1 of the Uniform Province By-Laws.

Ordinance 11. Parliamentary Procedure

Section 1. No additions to By-Law XI, Section 1 of the Uniform Province By-Laws.

Ordinance 12. Amendments

Section 1. No additions to By-Law XII, Section 1 of the Uniform Province By-Laws.

Section 2. During the interim between Assemblies, amendments to these By-Laws may be submitted to the Province Executive Committee, through the Province Secretary, by any Province Officer. The Secretary shall then submit the motion to the Chapters by e-mail (with receipt confirmation) with a simple statement of the action of the Executive Committee. The amendment shall be adopted by an affirmative vote of two-thirds (2/3) of the votes cast, within the date set by the Executive Committee, which would have a minimum of thirty (30) days. For the purpose of voting on the proposed amendment each Chapter shall be entitled to cast two (2) votes and each voting Province Officer shall be entitled to cast one (1) vote.

Section 3. No additions to By-Law XII, Section 3 of the Uniform Province By-Laws.

Section 4. No additions to By-Law XII, Section 4 of the Uniform Province By-Laws.

Adopted by the Mountain East Province on November 7, 2020.

Approved by Grand Counselor Melissa Buchanan on February 20, 2021.