The National Organization

HISTORY AND PURPOSE

Founded in 1903 at the University School of Music in Ann Arbor, Michigan, Sigma Alpha Iota has grown to include over 330 active chapters and more than 112,000 initiated members.

Members include undergraduate and graduate music students, alumnae, professional musicians, and outstanding music patrons. An invitation to membership is an opportunity to join the leaders in the world of music.

Sigma Alpha Iota is an organization that promotes interaction between those who share a commitment to music. Members of SAI are active in all areas of campus and community music and life, working closely with faculty, administration, campus and community groups, music professionals, and patrons. In addition to personal encouragement and support, members may receive scholarships, grants, loans, and awards in many areas and at all levels of music related study. Sigma Alpha Iota has long been recognized as a leader in the field of music and provides a lifetime of fraternity contact.

THE ARTICLES OF ASSOCIATION AND BYLAWS OF SIGMA ALPHA IOTA

These are the foundation documents of our fraternity.

The Articles of Association formally established Alpha Chapter of Sigma Alpha Iota and incorporated the fraternity under the laws of the State of Michigan. These Articles state the name of the fraternity and its purpose.

The Purpose of this Fraternity (as amended August 5, 1998) shall be:

- To form chapters of women college students and alumnae who have a sincere interest in music.
- To uphold the highest standards of music.
- To further the development of music in America and throughout the world.
- To give inspiration and encouragement to members.
- To organize the cultural life of Sigma Alpha Iota members as a contributing factor to their educational growth.
- To support the ideals and goals of the member's Alma Mater.
- To adhere to the highest standards of citizenship in school, community, and fraternity life.

The complete Articles of Association can be found on page 1-4, towards the end of the chapter.

The Bylaws are the rules that govern the operation and internal affairs of the fraternity. They are also printed at the end of the chapter, beginning on page 1-7.

THE MISSION STATEMENT AND VISION OF SIGMA ALPHA IOTA

In 2000, the National Executive Board appointed a Strategic Planning Committee, which met for the first time at the National Convention of that year. The Strategic Planning Committee developed a Mission Statement and Vision for the fraternity (available on the SAI website). They are printed on page 1-20.

An Organization for Women

In 1981 Sigma Alpha Iota received a letter from the United States Department of Education, Assistant Secretary for Civil Rights, confirming that Sigma Alpha Iota is exempt from Title IX, and is permitted to remain an organization for women only. The fraternity status under Title IX has not changed since receipt of that letter.

Should a college or university question this membership status, contact National Headquarters so the Sigma Alpha Iota attorney can send clarification to the school.

PUBLICATIONS

The official magazine of Sigma Alpha Iota is *PAN PIPES*. It is published by Sigma Alpha Iota Philanthropies, Inc., the charitable arm of Sigma Alpha Iota International Music Fraternity. SAI also publishes *Tempo!* Newsletter, the Manual for Members, the SAI Songbook, the Chapter Procedures Manual, the Centennial Songbook Supplement, *Sigma Alpha Iota, A History*, & various brochures.

THE NATIONAL CONVENTION

The governing body of Sigma Alpha Iota is the **National Convention**. It is composed of one delegate from each collegiate and each alumnae chapter, and the members of the National Officers Conference who are in attendance.

It is the responsibility of each chapter to send a delegate to each national convention.

Conventions are important because they provide opportunities for discussion of fraternity matters and exchange of ideas among delegates from all chapters. They bring a clearer understanding of the fraternity's projects, organizational structure, and duties and responsibilities of officers and members. Inspiration is gained from the direct and immediate contact with the fraternity in the broadest national scope.

Each collegiate chapter is assessed an annual convention fund fee which goes into a national savings account. When certain criteria are met, these funds assist collegiate chapters in sending a delegate to the triennial national convention.

Each alumnae chapter is responsible for the convention expenses of its official delegate.

A chapter must be in good standing in order for the delegate to be eligible to vote in elections and on any business that comes before the convention.

THE FRATERNITY OFFICERS

The **National Officers Conference** is comprised of the members of the National Executive Board, Regional Officers, Province Officers, and Fraternity Directors. The **National Executive Board** consists of the elected, appointed and staff National Officers of the fraternity. The NEB directs the policy of the fraternity and transacts fraternity business in the interim of convention. It meets at least annually at the call of the National President to hear reports, act on recommendations, lay plans and guide the fraternity's future, and

authorize the budget. All of the officers of the fraternity except the Executive Director are volunteers. Most have had the opportunity to experience SAI as members of collegiate and alumnae chapters. They have proven dedication to the fraternity through hard work and diligent efforts over many years. These women serve because they understand the intrinsic values found in membership. All officers are readily available to address member concerns and suggestions.

THE NATIONAL EXECUTIVE BOARD OFFICERS

The **National Executive Board** (NEB) consists of elected and appointed officers, who are volunteers, as well as a staff officer. The detailed list is below.

The **elected** National Officers of the fraternity:

- National President
- National Vice President, Alumnae Chapters
- National Vice President, Collegiate Chapters
- National Vice President, Extension and Fraternity Development
- National Vice President, Finance
- National Vice President, Membership
- National Vice President, Ritual and Fraternity Education

The **appointed** National Officer is the Chairman of the Board of Directors, Sigma Alpha Iota Philanthropies, Inc.

The **staff** National Officer is the Executive Director, an SAI member who serves as the administrator of the **National Headquarters**. This is the business office of the fraternity and SAI Philanthropies where records of membership, chapter accounts, archival materials, and publications are administered.

FRATERNITY POLICIES

Through the years the fraternity has adopted a number of official policies. These policies attempt to define participation in the greater musical world or to clarify positions on issues that affect fraternity life. (*See Appendix A for current policies and position statements.)*

PHILANTHROPIC ACTIVITIES

The philanthropic activities of Sigma Alpha Iota are carried out through its charitable arm Sigma Alpha Iota Philanthropies, Inc. (*See Chapter 11.*)

ARTICLES OF ASSOCIATION

We, the undersigned, being of full age, and desiring to become incorporated under the provisions of Act No. 171, of the Public Acts of Michigan for 1903, entitled "An act for the incorporation of associations not for pecuniary profit," do hereby make, execute and adopt the following articles of association, to wit:

Article I

The name or title by which said corporation is to be known in law is Sigma Alpha Iota International Music Fraternity. (amended 8-5-1998)

Article II

The Purpose of this Fraternity shall be:

- *(A)* To form chapters of women college students and alumnae who have a sincere interest in music.
- *(B)* To uphold the highest standards of music.
- *(B)* To further the development of music in America and throughout the world.
- *(C)* To give inspiration and encouragement to members.
- *(D)* To organize the cultural life of Sigma Alpha Iota members as a contributing factor to their educational growth.
- *(E)* To support the ideals and goals of the member's Alma Mater.
- *(F)* To adhere to the highest standards of citizenship in school, community, and fraternity life. (amended 8-5-1998)

Article III

The principal office or place of business shall be at Ann Arbor, in the county of Washtenaw and State of Michigan.

Article IV

The term of existence of this proposed corporation is to be perpetual, from the date of these articles. (amended by statute)

Article V

The number on the Board of Directors shall be nine. This Board of Directors shall comprise the National Executive Board. (amended 8-5-1998)

Article VI

The names of the trustees or directors selected for the first year of its existence are as follows: Elsa Stanley, Elizabeth A. Campbell, Ella S. Babcock, Mabel Ross Rhead, Fredreka B. Howland.

Article VII

The qualifications required of officers and members are as follows: Good character; high grade of scholarship; high degree of musical ability and attainment.

IN WITNESS WHEREOF, We, the parties hereby associating have hereunto subscribed our names this first day of December A.D. 1904.

Minnie M. Davis	Ann Arbor, Michigan
Elizabeth A. Campbell	“ ”
Frances C. Caspari	“ ”
Mabel Ross Rhead	“ ”
Ella Babcock	“ ”
Elsa Stanley	“ ”
Leila Farlin	“ ”
Nora Crane Hunt	Jackson, Michigan
Fredreka B. Howland	Ann Arbor, Michigan

State of Michigan, SS.
County of Washtenaw.

On this first day of December A.D. 1904, before me, a Notary Public in and for said county, personally appeared Minnie M. Davis, Elizabeth A. Campbell, Frances E. Caspari, Mabel Ross Rhead, Ella S. Babcock, Elsa Stanley, Leila Farlin, Nora C. Hunt and Fredreka B. Howland, known to me as the persons named in, and who executed the foregoing instrument, and severally acknowledged that they executed the same freely and for the intents and purposes therein mentioned.

Carl Storm, Notary Public
My commission expires October 5, 1908.

Recorded December 15, 1904

Amended and Filed January 10, 1928
Amended and Filed August 11, 1968
Amended and Filed April 6, 1977
Amended and Filed November 5, 1998

The following National Bylaws are meant as an example.
ALWAYS refer to the most recent current version of amended bylaws
by visiting the SAI national website
at www.sai-national.org.

SIGMA ALPHA IOTA NATIONAL BYLAWS

ARTICLE I - NAME

The name of this organization shall be Sigma Alpha Iota International Music Fraternity, whose purposes are stated in the Articles of Association.

ARTICLE II - GENERAL PROVISIONS

Section 1. **General Policies and Procedures**

A. Any Fraternity procedures or obligations, either chapter or individual, which are not specifically defined in these Bylaws, shall be handled in accordance with established procedures as prescribed in appropriate Fraternity publications.
B. All chapters shall comply with the policies as set forth in the Chapter Procedures Manual and other Fraternity publications. And
C. Any provision in chapter bylaws that conflicts with a provision in the National Bylaws shall be null and void.

Section 2. **Voting Procedures** All national actions voted on by the chapters and the National Officers Conference require an affirmative vote of two-thirds of the ballots cast, except for election of officers at the National Convention which is by majority vote. (See Article X, Section 3.G.)

Section 3. **Acronyms** The following acronyms will be used as appropriate in these Bylaws:

A.	Sigma Alpha Iota	-	SAI
B.	National Executive Board	-	NEB
C.	National Officers Conference	-	NOC
D.	Member in Training	-	MIT

ARTICLE III - MEMBERSHIP

Section l. **Categories of Membership**

A. This Fraternity shall have four categories of membership: Collegiate, Alumnae, Patroness and Distinguished.
B. No person who has held membership in Mu Phi Epsilon, Delta Omicron or Phi Beta shall be eligible for any category of membership.

Section 2. **Collegiate Membership**

A. Requirements
   1. To be eligible for election to collegiate membership in the Fraternity, the proposed candidate shall be:
      a. *Student Member* – a regularly matriculated woman student in an institution where a chapter of this Fraternity is chartered who has demonstrated an interest in music and in the purposes of SAI. Such student shall be enrolled in or have completed one or more courses in music, and shall have met all requirements as outlined in appropriate Fraternity publications.
      b. *Non-Student Member* – a woman actively involved in music at the local or national level who has sufficient training to earn her living in the field of music. This member shall be approved by the Province Officer.

2. No person shall be eligible for membership who has been accepted to but not initiated by any other national music fraternity or sorority within the previous 12 months.

B. Fraternity Education and Initiation
Invitations to membership, education and initiation shall be in accordance with the appropriate Fraternity manual and the Ritual of Sigma Alpha Iota.

C. Privileges and Obligations
1. A collegiate member in good standing shall be entitled to vote on all matters presented to the chapter, to hold office, and to act as delegate to the National Convention. (See Article IX.)
2. To be in good standing, a collegiate member must adhere to the Ritual, the Pledge and all provisions of chapter membership as set forth in the National and Chapter Bylaws and established procedures. She must meet all financial obligations to the chapter and to the National Fraternity.

Section 3. **Alumnae Membership**

A. Requirements
1. Persons who have previously been collegiate members shall automatically become alumnae members upon graduation or termination of studies.
2. Non-student members shall become alumnae members upon initiation into the Fraternity.

B. Privileges and Obligations
1. Alumnae members in good standing shall be entitled to affiliate with alumnae chapters and to vote on all matters presented to the alumnae chapter. They shall be entitled to hold office and to act as an alumnae chapter delegate to the National Convention. (See Article IX.)
2. To be in good standing, an alumnae member must adhere to the Ritual, the Pledge and all provisions of chapter membership as set forth in the National Bylaws, Chapter Bylaws and established procedures. She must meet all financial obligations to the chapter and to the National Fraternity.

Section 4. **Patroness Membership**

A. Qualifications and Procedure
A collegiate or alumnae chapter may invite and initiate into Patroness membership women who support the arts in their local communities and who are interested in becoming involved in a local SAI chapter**.**

B. Privileges
1. A patroness member may attend collegiate and alumnae chapter meetings and any Ritual ceremony.
2. After completing a prescribed Fraternity Education Course, a patroness member may affiliate with an alumnae chapter. A patroness member so trained may hold an elective alumnae chapter office and vote on national issues. She must meet all financial obligations to the chapter and to the National Fraternity. She may not hold a province, regional, or national office.
3. She shall receive the fraternity journal.

Section 5. **Distinguished Membership**

A. The following categories of distinguished membership may be conferred:
1. *Member Laureate* - an initiated member of the Fraternity who has achieved international distinction in the music profession.
2. *Honorary Member* - a woman who has achieved international distinction in the music profession who is not an initiated member of Sigma Alpha Iota.

3. *National Arts Associate* - a man or woman who is nationally recognized for distinguished contribution to the arts.
4. *Friend of the Arts* - a man or woman who is supportive of and actively involved in the arts at a local or regional level.

B. Election to distinguished membership is upon approval of the Distinguished Membership Committee.

C. Members Laureate shall retain all privileges of Fraternity membership. Other distinguished members may attend any Fraternity function but may not vote or hold office. All Distinguished Members shall receive the fraternity journal.

Section 6. **Financial Obligations of Members** National dues shall be determined by a vote of the membership. The vote may be collected at convention, or by mail, or by an electronic method such as email as directed by the board. (See Article VIII.) All other fees shall be determined by the NEB, except for local chapter fees.

A. Collegiate chapter members shall pay:
   1. National MIT fee, which includes MIT supplies
   2. National initiation fee, which includes:
      a. Initiation fee
      b. Life leasehold of official badge
   3. National dues
   4. Local chapter fees

B. Affiliated alumnae chapter members shall pay:
   1. Annual Alumnae Association dues (optional for emeritus members reaching age 70 or those who have been initiated for 50 years)
   2. Local chapter fees

C. Unaffiliated alumnae members may pay annual Alumnae Association dues

D. Patroness members shall pay:
   1. National patroness initiation fee
   2. Patroness members who are affiliated with an alumnae chapter shall pay annual Alumnae Association dues (optional for emeritus members reaching age 70 or those who have been initiated for 50 years) and local chapter fees.

Section 7. **International Chapter** Membership in the International Chapter is open to any unaffiliated member in good standing who lives 50 miles or more from an appropriate chartered chapter. Qualified members shall pay national dues. Chapter members are entitled to be represented by a delegate to the National Convention.

Section 8. **Sigma Alpha Iota Alumnae Association**
All alumnae members of SAI in good standing will be eligible to join the SAI Alumnae Association upon payment of SAI Alumnae Association dues. The privileges are:

A. Receiving the National Journal

B. Receiving the fraternity newsletter

C. Such other benefits as approved by the National Executive Board of Sigma Alpha Iota.

Section 9. **Transfer of Chapter Membership** Collegiate, alumnae and patroness members in good standing may transfer chapter membership in accordance with established procedures.

Section 10. **Inactive Status** A collegiate member in good standing may request inactive status from her collegiate chapter in accordance with current national procedures. An affiliated alumna member may go inactive by notifying the alumnae chapter.

Section 11. **Resignation**

A. Collegiate Chapter
   1. A member may terminate her membership in the Fraternity by written request to the National Vice President, Membership. The resignation shall be accepted upon approval of the National Vice President, Membership.

2 When submitting the resignation, the member shall return all membership symbols and satisfy all financial obligations to the Fraternity.
3. An individual who has resigned from the Fraternity may petition for restoration of membership privileges. Such petition must be approved by two-thirds vote of the NEB.

B. Alumnae Chapter
1. A member may terminate her membership in the Fraternity by written request to the National Vice President, Membership. The resignation shall be accepted upon approval of the National Vice President, Membership.
2 When submitting the resignation, the member shall return all membership symbols and satisfy all financial obligations to the Fraternity.
3. An individual who has resigned from the Fraternity may petition for restoration of membership privileges. Such petition must be approved by two-thirds vote of the NEB.

ARTICLE IV - CHAPTER ORGANIZATION

Section 1. **Chapter Structure** The Fraternity shall consist of chartered collegiate chapters named consecutively according to the Greek alphabet, and chartered alumnae chapters named according to geographical location, with no two chapters bearing the same name. Chapters shall be grouped geographically into Provinces named according to the Greek alphabet, with the Provinces grouped into numerically designated Regions.

Section 2. **Collegiate Chapters**

A. Requirements for Collegiate Chapter Extension
1. Petitions for collegiate chapters may be considered from groups of fifteen or more regularly matriculated women students in post-secondary institutions, who are under graduating senior status, who are of high scholastic standing and who demonstrate musical ability. In addition, there may be students of senior or graduate status and teachers of comparable qualifications in the petitioning group. (See Article III, Section 2.)
2. Post-secondary institutions must:
   a. be accredited by a U.S. Department of Education-approved accrediting agency.
   b. offer a Baccalaureate degree in the field of music.
   c. be of sufficient size (having at least 25 female music majors or minors) to support a collegiate chapter.
3. Foreign institutions may petition for collegiate chapters. Authority for determining petition requirements, installation arrangements and operating procedures for foreign institutions shall be vested in the NEB. Unanimous approval of the NEB shall be required for a foreign institution to have a collegiate chapter.

B. Petitions
1. Petitions, including detailed information about the applicants and the institution, shall be sent to the National Vice President, Extension and Fraternity Development, who shall refer the petition to the NEB for approval and arrange for a Fraternity representative to visit the petitioning school.
2. Upon favorable report by the visiting representative, the NEB will implement necessary procedures for installation of the new chapter.

C. Initiation Requirements for Petitioning Members
Members of the petitioning group must meet all national membership requirements. Each member of the group must pass the membership examination and pay all national fees.

D. Installation of Chapter
1. The chapter shall be formally installed by a member of the NEB and shall assume all privileges and obligations of collegiate chapters.

2. All members of the petitioning group who are approved by the NEB are eligible for initiation into SAI either at the time of installation or within one calendar year from that date.
3. Each chapter established under a charter shall be named in the order of its founding as follows: consecutive letters of the Greek alphabet for the first twenty-four chapters; additional chapters by the Greek alphabet prefixed consecutively by Sigma, Alpha, Iota, and then by Beta, Gamma, Delta, et cetera, through the Greek Alphabet.
4. A chapter installation fee shall be paid to National Headquarters prior to installation.

Section 3. **Alumnae Chapters**

A. Requirements for Alumnae Chapter Extension
Fifteen or more SAI members in good standing and organized as a group may present a group history and a signed petition for an alumnae chapter to the National Vice President, Extension and Fraternity Development.

B. Installation of Chapter
1. The charter shall be granted upon approval of the NEB. The chapter shall be formally installed by a member of the NEB and shall assume all privileges and obligations of an alumnae chapter.
2. A chapter installation fee shall be paid to National Headquarters prior to installation.

Section 4. **Chapter Financial Obligations** All chapters shall pay special assessments such as an annual service charge and National Convention Fund payment. The amount of chapter financial obligation shall be determined by the NEB.

Section 5. **Convention Representation** Chapters in good financial standing are entitled to be represented at the National Convention by one delegate.

Section 6. **Inactive Chapter Status** A chapter may petition the NEB to become inactive by a vote of its membership. This becomes effective upon approval by the NEB. A chapter may also be declared inactive or closed by the NEB. All official Fraternity property must be returned to National Headquarters.

Section 7. **Chapter Ceremonies** All chapters shall follow the ceremonies as set forth in the Ritual of Sigma Alpha Iota.

Section 8. **Chapter Obligations** Chapters shall fulfill all obligations as outlined in the appropriate Fraternity publications.

ARTICLE V - OFFICERS

Section 1. **National Officers**

A. Elected Officers
1. The elected officers shall be
   a. National President
   b. National Vice President, Alumnae Chapters
   c. National Vice President, Collegiate Chapters
   d. National Vice President, Extension and Fraternity Development
   e. National Vice President, Finance
   f. National Vice President, Membership
   g. National Vice President, Ritual and Fraternity Education
2. These officers shall be elected and installed at the National Convention as prescribed in Article IX.

3. They shall serve for a term of three years or until their successors are selected. No officer shall be eligible to serve more than three consecutive terms in the same office nor more than six terms on the National Executive Board.

B. Appointed Officer

The Chairman of the Board of Directors, Sigma Alpha Iota Philanthropies, Inc., shall be appointed by the elected members of the NEB at the NEB meeting immediately following the Convention. The appointed officer shall serve for a term of three years and may be reappointed at the discretion of the NEB. The appointed officer must have been initiated as a collegiate member or a non-student member of the Fraternity (following Article III, Section 2) and must be in good standing with the Fraternity.

C. Staff Officer

The Executive Director shall serve as a member of the NEB. She must have been initiated as a collegiate member or a non-student member of the Fraternity (following Article III, Section 2) and must be in good standing with the Fraternity. The Executive Director shall be hired by the NEB and shall remain in that position at the discretion of the NEB.

Section 2. <u>Regional Officers</u>

A. The Regional Officers shall be elected and installed at the National Convention for a term of three years.
B. No Regional Officer shall be eligible to serve more than three consecutive terms.
C. A Regional Officer must be a member in good standing of the Alumnae Association.
D. A Regional Officer must have served as a Province Officer.

Section 3. <u>Province Officers</u>

A. The Province Officers shall be elected and installed at the National Convention for a term of three years.
B. No Province Officer shall be eligible to serve more than three consecutive terms.
C. To be eligible to become a Province Officer, a member must have a minimum of a baccalaureate degree.
D. A Province Officer must be a member in good standing of the Alumnae Association.

Section 4. <u>Duties of National Officers</u>

A. National President
1. Preside at the National Convention, at all meetings of the National Executive Board and at any other meetings as appropriate.
2. Supervise liaison activity with other organizations and outside interests.
3. Appoint, with the approval of the NEB, Fraternity directors; chairmen of standing and special committees; and a Parliamentarian.
4. Serve on the Board of Directors of Sigma Alpha Iota Philanthropies, Inc.
5. Serve as an ex-officio member of all committees with the exception of the Election Committee and the Nominating Committee.

B. National Vice President, Alumnae Chapters
1. Supervise the work of the alumnae chapters.
2. Supervise the work of the Province Officers that relates to alumnae chapters.

C. National Vice President, Collegiate Chapters
1. Supervise the work of the collegiate chapters.
2. Supervise the work of the Province Officers that relates to collegiate chapters.

D. National Vice President, Extension and Fraternity Development
1. Supervise all collegiate and alumnae chapter extension.
2. Pursue areas for Fraternity development.

E. National Vice President, Finance
1. Supervise Fraternity funds, including professionally managed investments and endowment funds.

2. Serve as chairman of the Finance Committee.
3. Serve as a non-voting, ex-officio member of Sigma Alpha Iota Philanthropies, Inc. Board.

F. National Vice President, Membership
1. Supervise all matters pertaining to individual members of the Fraternity as distinct from chapter concerns. This includes collegiate and alumnae members, patroness members, and Distinguished Members.
2. Supervise all matters pertaining to the SAI Alumnae Association.

G. National Vice President, Ritual and Fraternity Education
1. Supervise all matters pertaining to Ritual and Fraternity education.
2. Have charge of national Ritual materials and equipment.

H. Chairman, Board of Directors, Sigma Alpha Iota Philanthropies, Inc.
Perform all duties as directed in the Bylaws of Sigma Alpha Iota Philanthropies, Inc.

I. Executive Director
1. Staff and maintain the National Headquarters for the Fraternity.
2. Serve as Recording Secretary for all National Executive Board meetings.
3. Serve as a non-voting, ex-officio member of the Finance Committee of the Fraternity.
4. Serve as a non-voting, ex-officio member of Sigma Alpha Iota Philanthropies, Inc. Board.

J. In addition to the specific duties outlined above for each national office, general duties required of all national officers as members of the NEB shall be to:
1. Report bi-annually or as required to the National Executive Board.
2. Report to the National Convention.
3. Supervise directors and chairmen as may be assigned by the NEB.
4. Fulfill all obligations of office.

Section 5. **Duties of Regional Officers**

A. Supervise her region in consultation with the appropriate National Vice President
B. Coordinate Regional Meetings in consultation with the NEB
C. Report as required to the NEB and fulfill all obligations as outlined in the appropriate Fraternity publication

Section 6. **Duties of Province Officers**

A. Supervise all chapters in the Province in consultation with her Regional Officer and the appropriate National Vice President.
B. Conduct Official Visits
1. Visit each collegiate chapter in the province annually
2. Visit each alumnae chapter once in the triennium, with optional additional visits as approved.

C. Report as required to the NEB and fulfill all obligations as outlined in the appropriate Fraternity manual.

Section 7. **Vacancies in Office**

A. If a vacancy occurs on the National Executive Board, the NEB shall appoint a successor to fill the unexpired term.
B. In the event of a temporary inability of a national officer to serve, the NEB shall appoint a pro tem officer.
C. If a vacancy occurs in a Regional or Province office, the National President shall appoint, in consultation with the appropriate National Vice President(s), a successor to fill the unexpired term.

ARTICLE VI - FRATERNITY ADMINISTRATION

Section 1. **National Executive Board**

A. Membership
The National Executive Board shall be the Board of Directors of the Fraternity and shall consist of the elected, appointed and staff officers.

B. Responsibilities
1. The NEB shall have full power and authority over affairs of the Fraternity between Conventions.
2. The NEB shall meet at least annually and at the call of the National President or of any three members of the NEB with approval of the Finance Committee. Other than the annual meeting, meetings called per the previous statement may be conducted electronically. (See Article VIII.)
3. The NEB shall propose the amount for national dues. Such proposal shall be submitted to the chapters and the NOC for a vote.
4. The NEB shall determine other national fees. (See Article III, Section 6.)
5. The NEB shall have a Finance Committee.
   e. The Finance Committee is a permanent standing committee. This Committee shall consist of the NVP Finance as chairman, the National President and two other NEB members appointed by the National President with the approval of the NEB. The Executive Director shall be a non voting, ex-officio member of this committee.
   f. The Finance Committee shall review budgets and prepare recommendations for the approval of the NEB, and shall carry out any other duties regarding the
   Fraternity's fiscal affairs as the NEB may direct.

C. Quorum
A majority of the NEB members shall constitute a quorum.

Section 2. **National Officers Conference** The National Officers Conference shall consist of the members of the National Executive Board, Regional Officers, Province Officers and Fraternity Directors.

ARTICLE VII - FRATERNITY DIRECTORSHIPS AND COMMITTEES

Section 1. **Fraternity Directorships**

A. A Fraternity Director is responsible for the supervision of a particular aspect of Fraternity life.
B. Fraternity directorships may be established or eliminated at the discretion of the NEB.

Section 2. **Standing Committees**

A. Standing committees are on-going committees which have continuing responsibilities.
B. These committees may be created or disbanded at the discretion of the NEB.
C. The standing committees shall include but not be limited to the Distinguished Membership Committee, the Finance Committee, and the National Bylaws Committee.

Section 3. **Special Committees** Special committees may be created by the NEB as needed to function until completion of a specified assignment.

Section 4. **Appointment and Terms of Office**

A. All Fraternity directors and the chairmen of standing and special committees shall be appointed by the National President with the approval of the NEB.
B. Directors and committee chairmen shall serve for a term of three years or until their successors are appointed or assignment is completed, and may be reappointed at the discretion of the National President and the NEB.

ARTICLE VIII - PROVISIONS FOR ELECTRONIC COMMUNICATION

Section 1. **Electronic Meetings** The National Executive Board, National Officers Conference, Fraternity Directorships, Standing Committees and Special Committees are authorized to meet by telephone conference or through other electronic communications media provided that

A. All attendees have the capability of participating in the meeting.
B. The electronic meeting is conducted on a safe and secure network.

Section 2. **Electronic Voting** An electronic vote may include email, voicemail or other telecommunication technique provided that fraternity business is not exposed to the public.

ARTICLE IX - CONVENTION

Section 1. **Organization and Procedure**

A. The National Convention of this Fraternity shall be held triennially at the call of the National President, date and location to be determined by the NEB, for the purpose of transacting business in accordance with the objectives of the Fraternity.
B. In unusual circumstances, the Convention may be rescheduled by the NEB.
C. Unless otherwise specified, actions of the National Convention shall take effect at the close of the Convention.
D. The quorum of any meeting of the Convention shall be a majority of the voting members who are registered with the Credentials Committee as in attendance.

Section 2. **Voting Personnel**

A. The National President shall appoint a Credentials Committee which shall certify those members who are eligible to vote.
B. NOC members shall have one full vote for national elected officers.
C. One delegate from each collegiate and alumnae chapter shall have one full vote for national elected officers and for her respective Province Officer and Regional Officer.
D. One delegate from the International Chapter shall have one full vote for national elected officers.
E. In Province and Regional elections, members of the NEB may vote for all Province and Regional Officers, with the total of the NEB votes calculated on the basis of one-third of the NEB votes cast. Each other member of the NOC shall have one full vote for the Province Officer in her Province, and Regional Officer in her Region.
F. Regional Officers may vote for the Province Officers in their Region.
G. No individual shall be entitled to more than one vote.

Section 3. **Expenses**

A. For official collegiate chapter delegates, the money collected in the annual Convention fund shall be reserved for their chapters to assist with the costs associated with attending Convention. If the chapter chooses not to send a delegate, the convention funds are forfeited for that triennium.
B. For official alumnae chapter delegates, Convention expenses shall be the responsibility of the individual and/or the chapter.
C. Convention expenses for members of the NEB, Regional, and Province Officers shall be paid from the National Convention Fund as authorized by the NEB.
D. Fraternity directors may receive a travel stipend to the National Convention as authorized by the NEB.

Section 4. **Program** The program of the National Convention may include but shall not be limited to business sessions, an awards banquet, Philanthropies functions, musical programs and Ritual ceremonies.

ARTICLE X - ELECTION PROCESS

Section 1. **Qualifications for Office**

A. A candidate for office must have been initiated as a collegiate member or non-student member of the fraternity (following Article III, Section 2), must be in good standing with the Fraternity, and must be a member of the Alumnae Association.
B. A candidate for National President shall be or shall have been a member of the NEB.

C. A candidate for any other national office shall be or shall have been a member of the NOC.
D. A candidate for Regional Officer shall be a resident of the region she is to serve. (Exemptions to this requirement may be made by the NEB should circumstances warrant.)
E. A candidate for Province Officer shall be a resident of the Province she is to serve. (Exemptions to this requirement may be made by the NEB should circumstances warrant.)

Section 2. **Nominations**

A. The Nominating Committee shall be elected by the NEB. Announcement of the chairman shall be made by October 1 of the year preceding the Fraternity's National Convention and published in the fall issue of *Pan Pipes* of that year. The remainder of the Nominating Committee will be announced in March of the Convention year.
B. In addition to the chairman, the Nominating Committee shall consist of one delegate from each region, on the following rotation schedule: Regions 1,3,5,7 - collegiate delegate and Region 2,4,6,8 - alumna delegate, reversing for the following convention; one former or retiring Regional Officer, one former or retiring Province Officer; one Fraternity Director; and the Executive Director serving ex-officio. The collegiate and alumnae members shall be recommended to the National President by the Regional Officers from among the official delegates to the Convention.
C. No member of the Nominating Committee shall be a candidate for election to any office at the Convention.
D. In the months preceding the Convention:
   1. Nominees for all elective offices shall be solicited from the entire membership of the
      Fraternity. Nominations are to be submitted to the chairman of the Nominating Committee, postmarked no later than January 15 of the Convention year.
   2. The eligibility (i.e., qualifications for office as stated in Section 1 of this Article, and
      willingness to serve) of all nominees will be verified.
   3. A list of all eligible nominees, including brief biographical information, will be prepared and made available to all chapters and the NOC.
E. The Nominating Committee shall meet and review the entire list of eligible nominees.
F. At the opening General Session of the Convention, the Nominating Committee shall present to the Convention body the slate of nominees, one or more for each National Regional, and Province office.
G. Immediately following the report of the Nominating Committee, nominations may be made from the floor. If the eligibility of members nominated from the floor has not been previously established, this determination shall be made promptly by the presiding officer.
H. A member may be a candidate for no more than one National and one Province office. A candidate for Regional office may also be nominated for National or Province office. If elected to more than one office, the candidate shall choose in which office she will serve.

Section 3. **Elections**

A. The chairman of the Election Committee shall be appointed by the National President with the approval of the NEB.
B. The Election Committee shall be composed of eight members appointed by the National President with the approval of the NEB and the chairman of the Election Committee.
C. No member of the Election Committee shall be a candidate for office.
D. The Election Committee shall have ballots prepared and balloting facilities and procedures established as appropriate.
E. Each voting member of the Convention shall be identified by the Election Committee from the list furnished by the Credentials Committee and shall be entitled to vote as provided in Article VIII.
F. The election shall be held as provided in the Convention schedule.

G. Election shall be by ballot and a majority vote shall elect. Where there are three or more candidates for an office and no candidate receives a majority of the votes cast on the first balloting, the candidate with the lowest number of votes shall be dropped from the ballot. The polls shall then be re-opened and an additional vote shall be taken for that office until a candidate is elected.

H. After the polls have been closed and the votes have been tallied, the chairman of the Election Committee shall report the election results to the Convention body.

Section 4. **Installation** The officers elected as herein provided shall be installed in accordance with Fraternity Ritual on the last day of the Convention and shall assume their duties as of the close of the Convention.

Section 5. **Chapter Affiliation** While holding office, National, Regional, and Province Officers may not be affiliated with a chapter or serve as an advisor of a collegiate chapter.

ARTICLE XI - INSIGNIA

The Fraternity shall have for its insignia an official badge, a coat of arms, the name *Sigma Alpha Iota,* and other emblems as designated by the NEB. These are now Registered Trade Marks. Permission must be obtained for use of official insignia. This may be done by contacting National Headquarters.

ARTICLE XII - RITUAL

Section 1. The only Ritual ceremonies permitted are those contained in the officially sanctioned Ritual of Sigma Alpha Iota.

Section 2. The Ritual of Sigma Alpha Iota shall be printed and shall remain the property of the Fraternity.

ARTICLE XIII - HONORS AND AWARDS

Fraternity honors and awards may be conferred upon members in accordance with established Fraternity guidelines and the Ritual of Sigma Alpha Iota. New honors or awards may be established at any time at the discretion of the National Executive Board.

ARTICLE XIV - SIGMA ALPHA IOTA PHILANTHROPIES, INC.

Section 1. The philanthropic activities of the Fraternity shall be carried out by Sigma Alpha Iota Philanthropies, Inc., in accordance with its own Bylaws.

Section 2. The Chairman of the Board of Directors shall report the activities of Sigma Alpha Iota Philanthropies, Inc. to the NEB bi-annually or as requested. Such reports shall include specifically any amendments to the Bylaws of Sigma Alpha Iota Philanthropies, Inc.

ARTICLE XV - LIMITATION OF ACTIVITIES

Section 1. The Fraternity shall not use nor permit the use of any Fraternity mailing lists or directories to conduct non-Fraternity business, with the exception of special projects for the benefit of the membership and the Fraternity as approved by the NEB.

Section 2. The Fraternity shall not become involved in any campaign for a candidate for public office, nor engage in lobbying on behalf of or against any legislative proposal, with the exception of legislation which will directly affect the purposes of the Fraternity.

Section 3. Matters pertinent to the national interest of the Fraternity may be referred to the membership by:

A. The NEB upon a majority decision
B. Members of the NOC, when approved by the NEB
C. A Fraternity chapter, when approved by the NEB

ARTICLE XVI - DISCIPLINE

Section 1. Procedures for discipline shall follow the appropriate Fraternity publication.

Section 2. **Chapters**

A. Chapters may be disciplined for:
   1. Violation of the Ritual or these Bylaws
   2. Conduct detrimental to the Fraternity
   3. Failure to submit required reports
   4. Failure to meet financial obligations

B. An investigation into a chapter's conduct may be instituted upon recommendation of:
   1. A two-thirds vote of a collegiate chapter
   2. Three or more alumnae members in good standing
   3. A Province or Regional Officer
   4. A member of the NEB

C. The NEB shall have the power to place a chapter on suspension, to close a chapter, or to otherwise discipline chapters.

Section 3. **Members**

A. Members may be disciplined for:
   1. Violation of the Ritual or these Bylaws
   2. Conduct detrimental to the Fraternity
   3. Failure to perform official duties
   4. Failure to submit required reports
   5. Failure to meet financial obligations

B. An investigation into a member's conduct may be instituted upon recommendation of:
   1. A two-thirds vote of a collegiate chapter
   2. Three or more alumnae members in good standing
   3. A Province or Regional Officer
   4. A member of the NEB

C. The NEB shall have the power to expel or otherwise discipline members.

Section 4. A chapter or member under disciplinary action shall have the right of appeal to the NEB, which shall have the authority to reverse such action.

ARTICLE XVII - PARLIAMENTARY AUTHORITY

The current edition of *Robert's Rules of Order Newly Revised* shall govern the Fraternity in all cases in which they are applicable, and in which they are not inconsistent with these Bylaws and any special rules of order the Fraternity may adopt.

ARTICLE XVIII – TITLE IX STATUS AND ANTI-DISCRIMINATION STATEMENT

Sigma Alpha Iota is a Title IX exempt organization. Sigma Alpha Iota does not discriminate against women students on the basis of race, color, national origin, religion, creed, political belief, disability, age, marital status, veteran status, or sexual orientation.

ARTICLE XIX - MISCELLANEOUS

Section 1. **Contracts** The NEB may authorize any officer or officers, agent or agents of the Fraternity, in addition to the officers so authorized by these Bylaws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Fraternity and such activity may be general or confined to specific instances.

Section 2. **Checks, Drafts, etc.** All checks, drafts or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Fraternity shall be signed by such officer or officers, agent or agents of the Fraternity and in such manner as shall from time to time be determined by resolution of the NEB. In the absence of such determination by the NEB, such instruments shall be signed by the National Vice President, Finance and countersigned by the National President or the Executive Director.

Section 3. **Deposits** All funds of the Fraternity shall be deposited in a timely manner to the credit of the Fraternity in such insured banks, trust companies or other depositories as the NEB may select.

Section 4. **Gifts** The NEB may accept on behalf of the Fraternity any contribution, gift, bequest or devise for the general purposes or for any special purpose of the Fraternity.

Section 5. **Books and Records** The Fraternity shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of its members, the NEB and committees having any of the authority of the NEB, and shall keep at the registered or principal office a record giving the names and addresses of the members entitled to vote. All books and records of the Fraternity may be inspected by any member or member's agent or attorney for any proper purpose at any reasonable time.

Section 6. **Fiscal Year** The fiscal year of the Fraternity shall end on June 30 of each year.

Section 7. **Seal** The Fraternity seal shall have inscribed thereon the words "Sigma Alpha Iota--1903."

Section 8. **Waiver of Notice** Whenever any notice is required to be given under the provision of the laws of the State of Michigan or under the provisions of the Articles of Incorporation or the Bylaws of the Fraternity, a waiver thereof in writing signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

ARTICLE XX - AMENDMENTS

Section 1. Amendments to these Bylaws may be made at any National Convention by a two-thirds vote. Notice of proposed amendments shall be sent to all chapters and the NOC at least six months prior to Convention.

Section 2. These Bylaws may be amended or revised between Conventions by mail or electronic vote of the chapters and the NOC.

Section 3. Notification of each adopted amendment shall be sent to all chapters and members of the NOC.

ARTICLE XXI - DISSOLUTION

In the event of dissolution of this Fraternity, all of the net assets shall be distributed to such charitable, educational and literary organizations described in Section 501(c)3 of the Internal Revenue Code of 1954 as the NEB in its sole discretion shall determine.

Adopted 1928
Amended 1931
Revised 1936
Amended 1938
Amended 1940
Amended 1941
Amended 1942
Amended 1943
Amended 1944
Amended 1945
Amended 1946
Revised 1947
Amended 1950
Amended 1953
Revised 1959
Amended 1966
Revised 1968
Revised 1977
Amended 1986
Amended 1987
Amended 1989
Amended 1992
Amended 1993
Amended 1995
Revised 2000
Amended 2001
Amended 2002
Amended 2004
Amended May 2005
Amended February 2006 (and corrected copies distributed Sept. 2006)
Amended March 2008
Amended Nov.2008
Amended March 2009
Amended March 2011

Mission Statement:

The mission of *Sigma Alpha Iota, International Music Fraternity*, is to encourage, nurture, and support the art of music.

Vision of SAI:

The vision of Sigma Alpha Iota, International Music Fraternity, is to be recognized throughout the world as the foremost fraternity that

- Supports and encourages women musicians of all ages, races, and nationalities
- Supports and promotes successful and innovative educational programs in music for all stages of life
- Cultivates excellence in musical performance
- Promotes programs and activities that stress the love and importance of music in our lives
- Recognizes technological advances in the field of music
- Dedicates financial resources that ensure the continuation of programs necessary to support the objectives of the fraternity in perpetuity
- Has as its members people who exemplify professional and ethical behavior in the spirit of the Sigma Alpha Iota founders.