

**Constitution and By-Laws (CBL)
of the
University of the Philippines Beta Sigma International
Also Known as UPBSI**

ARTICLE I. NAME

The name shall be:

University of the Philippines Beta Sigma International, also known as UPBSI.

ARTICLE II. OBJECTIVES

The objectives of the University of the Philippines Beta Sigma International are:

1. To maintain kinship among all members; to keep the Betan Spirit burning in every U.P. Beta Sigman; and to sustain the mission that the University of the Philippines Beta Sigma Fraternity is founded upon.
2. To maintain and uphold the history, traditions, legends, ideals, and causes for which the U.P. Beta Sigma Fraternity stands for.
3. To promote the welfare of the individual members of the U.P. Beta Sigma International, especially in their development and professional growth, as well as further the enhancement of their technical knowledge in their individual fields.
4. To enable the U.P. Beta Sigma Fraternity resident members to be model students and future leaders of the country, business, and community.
5. To encourage all members to inculcate the U.P. Betan Spirit to all members of his family, friends, and community.
6. To promote social, cultural, and intellectual activities among the members of the UPBSI.
7. To welcome new members affiliated with the U.P. Beta Sigma Fraternity and assist those who are in need.
8. To develop and maintain the UPBSI internet facilities primarily for the above-stated objectives.

ARTICLE III. OFFICE

The principal address of the UPBSI shall be the residence of the current President, or an address that the President may designate.

ARTICLE IV. MEMBERSHIP

Section 1. Qualifications of Members

- 1.1. Any U.P. Beta Sigman inducted only in any University of the Philippines Chapter can qualify as a member of the UPBSI.

Section 2. Classification of Members

2.1. Members: Those residing in the United States of America, Philippines, or in any other country in the world who have been formally inducted as U.P. Beta Sigma brothers may be invited or may apply for membership into the UPBSI.

2.2. Members in good standing: Those who have paid their membership dues at least during the immediate previous year and/or the current year shall be considered as members in good standing.

Section 3. Responsibilities and Requirements of Members

3.1. All qualified members shall pay membership dues.

3.2. All members shall actively support the activities and policies of the UPBSI.

3.3. A member must never degrade, denigrate, malign, ridicule, or bring down the brotherhood or any fraternity brother. Any such action will result in loss of membership and forfeiture of fees paid.

3.4. If there are concerns, questions, and complaints regarding any policy or policies of the U.P. Beta Sigma International, or doubts or queries regarding any action or actions by any member of the UPBSI, all correspondence must be coursed through the Membership Committee which is tasked to hear and resolve such grievances. In no way should such questions or complaints be broadcasted to the public for a trial by publicity. Failure to comply with this protocol will result in loss of membership and forfeiture of fees paid.

Section 4. Admission of Member

4.1. A prospective member shall submit an application to the Membership Committee and shall read and abide by the Constitution and By-Laws of the UPBSI.

ARTICLE V. BOARD OF DIRECTORS

Section 1. Policy Making Body

1.1. The policy making body of the UPBSI shall be the Board of Directors, which shall include the President, Vice President, Secretary, Treasurer, Public Relations Officer, Auditor, and all the elected Directors from the different geographical areas of the world, or as designated by the current Board of Directors.

1.2. Members of the Board of Directors shall hold office for a term of two (2) years, or in the event of incapacity to perform their duties, the incumbent members of the Board of Directors shall appoint their replacements by a majority vote.

1.3. The Board of Directors shall establish policies and plans to fulfill the objectives of the UPBSI for their term and shall present such plan to the body within two (2) months after their election.

1.4. The Board of Directors shall hold regular meetings at least once a year and shall convene at such special meeting, either through the internet or physical presence, as may be called by the President or majority members of the Board of Directors.

1.5. The seat of a member of the Board of Directors may be declared vacant by the President in the event of three (3) consecutive unexcused absences by that Director from Board meetings and/or deliberations.

1.6. A member of the Board of Directors may be removed by a majority vote of all Directors for failing to adhere to the objectives of the UPBSI and failing to comply with the Responsibilities and Requirements of Members as provided for in Article IV, Sections 3.3 and 3.4, or for any action or actions inimical to the interests of the UPBSI.

Section 2. Immediate Past President

2.1. The immediate Past President shall automatically be a member of the Board of Directors, serving a term of two (2) years, with voting rights in the Board.

Section 3. Geographical Location Representation

3.1. A geographical area shall mean a large area like the European, African, or Australian continents; or could be one part of a single State within the Continental U.S.; with at least eight (8) members in good standing.

3.2. The Board of Directors shall consist of elected representatives of major divisional areas in the United States and Canada, and from any country/continent in consideration of the estimated U.P. Betan population of these areas.

3.3. The composition and boundaries of specific geographical areas shall be determined from time to time, according to the estimated number of members in good standing residing in those areas, at least three (3) months prior to the election of the Board of Directors in May of the election year.

3.4. The Board of Directors shall be composed of representatives from each of the geographical locations as identified in Article V, Section 3.1, plus the immediate Past President of the UPBSI. Each geographical area representing a constituency of at least eight (8) members in good standing shall be represented with a seat on the Board of Directors. A geographical area with 12 to 16 members in good standing will have two (2) representatives on the Board; a geographical area with 20 to 24 members in good standing will have three (3) representatives on the Board; and so on. The rule of eight may be dispensed with if a large geographical area does not meet the minimum eight (8) members. However, it must have no less than three (3) members in good standing to be entitled to a seat in the Board. These elective Board of Directors shall be elected at-large.

3.5. Each campus of the University of the Philippines System shall each be represented by one (1) Board of Director, also known as "Ninong," and likewise to be elected at-large.

3.6. Additionally, a Director may be appointed by the newly elected Board of Directors to represent any of the following partners in mission, namely: (a) Operation Big Brother Foundation (OBBF); (b) U.P. Beta Sigma School of Martial Arts (UP-SOMA); and (c) Big Brothers Bounty (BBB).

ARTICLE VI. OFFICERS

Section 1. Officers of the Organization

1.1. The Officers of the UPBSI are: President, Vice President, Secretary, Treasurer, Public Relations Officer, and Auditor.

1.2. As the need arises and as determined by the President, he shall appoint other Officers of the UPBSI, with the concurrence of the majority vote of the members of the Board of Directors.

1.3. All other Officers of the UPBSI who are not elected Board of Directors may be appointed, but without any voting rights during Board deliberations.

1.4. The President shall appoint no more than twelve (12) members of the Advisory Council with the concurrence of the Board of Directors; and shall hold office at the discretion of the Board of Directors; and shall have no voting rights. At any time, the Advisory Council shall advise the Board of Directors, particularly on matters of high importance for the welfare of the UPBSI or its members.

ARTICLE VII. TERMS AND DUTIES OF OFFICERS

Section 1. Terms of Officers

1.1. The Officers of the UPBSI: President, Vice President, Secretary, Treasurer, Public Relations Officer, and Auditor shall serve for a term of two (2) years, and shall not serve more than two (2) terms consecutively in the same office. Appointed Officers shall serve until their successors are appointed, and shall hold office for two (2) years, or at the discretion of the Board of Directors. All other Officers shall hold office at the discretion of the Board of Directors.

Section 2. Duties of Officers

2.1. The President shall preside at all meetings of the Board of Directors and of the UPBSI. He shall submit and prepare an Agenda for meetings. He shall execute and sign all contracts and other instruments in writing which the UPBSI may enter into, and which are first approved by the Board of Directors. He shall submit an Annual Report to the Board of Directors and render the same to the General Membership at the annual meeting of the UPBSI. He shall exercise and perform such other powers and duties as the Board of Directors may from time to time set or delegate. In the event of death, resignation, inability, or refusal of the President to discharge the duties of the office; such duties shall be exercised automatically by the Vice President or one of the appointed Officers, as designated by majority vote of the Board of Directors.

2.2. The Vice President shall act as aide to the President, and shall automatically assume the position of President and perform the duties of the President, in the absence or inability of the President to act.

2.3. The Secretary shall keep an accurate record of the proceedings of all meetings of the UPBSI and the Board of Directors. He shall be prepared to refer to minutes of previous meetings. He shall assist the President in conducting official business of the Association, give necessary notice to the members of the Board of Directors and the UPBSI, distribute copies of the meeting's agenda, date, time, and place of meetings, as well as maintain a record of membership, and conduct all necessary correspondences of the UPBSI, upon authorization of the President or Board of Directors.

2.4. The Assistant Secretary shall act as aide to the Secretary, and shall perform the duties of the Secretary in the absence or disability of that Officer to act.

2.5. The Treasurer shall maintain the financial records of the Association, account for all monies received, pay all bills, give receipts and deposit them in the Association's account, as approved by the Board of Directors. He shall present a Statement of Account at every meeting of the UPBSI and the Board of Directors, and at other times when requested by the UPBSI. He shall submit an Annual Report to the UPBSI General Membership which shall include gross receipts and disbursements for the year, or as often as the Board of Directors may require. He shall act according to established accounting policies, and shall strictly follow all financial control systems set by the Board of Directors.

2.6. The Assistant Treasurer shall act as aide to the Treasurer, and shall perform the duties of the Treasurer in the absence or disability of that Officer to act. Whenever convenience dictates, an Assistant Treasurer may be appointed for a specific geographical location identified by the Board of Directors, and shall likewise be subject to audit, and follow established accounting policies and financial control systems set by the Board of Directors.

2.7. The Public Relations Officer shall coordinate information and maintain liaison with media representatives and the general public. He shall be responsible for disseminating information to the proper entity. He shall develop, maintain, and monitor communication among the members of the UPBSI and the public. He shall develop ties with the media and other technical information systems. He shall be responsible for press releases and may maintain historical perspective of the UPBSI.

2.8. The Auditor shall audit the books and financial records of UPBSI annually, and shall present a written report to the President and the Board of Directors for adoption by the UPBSI. He shall also perform an audit upon resignation of the Treasurer, or at any time when deemed necessary, and only within the scope approved by the President and explicitly directed by the Board of Directors.

2.9. The Advisory Council, because of their experience, reliability, leadership qualities, dependability, and as outstanding members of the community and the U.P. Beta Sigma Fraternity, shall give advice to the President and Board of Directors on matters that are important to the UPBSI and its members at any time.

ARTICLE VIII. COMMITTEES

Section 1. Standing Committees

Let it be known and as required in this context, that the President of the UPBSI, also known as President of the Board of Directors, is an ex-officio member of any Committee, with voting rights and privileges.

1.1. Membership Committee

1.1.1. The Membership Committee shall be responsible for: (a) recruitment of new members; (b) education of members; and (c) hearing and resolving grievances. It shall also see to it that every prospective member meets all Requirements of Membership, and read and abide by the Constitution and By-Laws.

1.1.2. The Chairman and Vice Chairman of the Membership Committee shall be appointed by the Board of Directors.

1.1.3. The Membership Committee shall be composed of five (5) members.

1.2. Election Committee

1.2.1. The Election Committee shall be appointed by the Board of Directors, one year before the expiration of their term during the first year term of the current Board of Directors, to provide ample time to plan for the next election. The Election Committee shall be composed of five (5) members and two (2) alternate members, all of whom will not run for any Board position in the coming election. The two (2) alternate members will serve in the absence of any one of the five (5) regular Election Committee members. The Election Committee members will elect their Chairman and Vice Chairman.

1.2.2. The Election Committee shall conduct the election of the Board of Directors on the month of May of every even numbered year starting 2016. The Election Committee will be responsible for setting the date, time, and other particulars of the election; and informing the General Membership of the UPBSI in a timely manner, preferably two (2) months but no less than thirty (30) days before the election date in May of that year.

1.2.3. The Election Committee shall be responsible for the rules of the election of the members of the Board of Directors; screening of candidates to ensure their ability and willingness to exercise the requirements of the position, including compliance with Article XI, Section 2.2; counting of ballots; declaring the winner of each elective position; and keeping documents or records relative to the election for six (6) months after the election.

1.2.4. The Election Committee shall convene the newly elected Board of Directors, no more than three (3) days after officially certifying the winners of the election, so the newly elected Board of Directors can elect the President of the UPBSI.

1.2.5. The Election Committee shall prepare and submit to the Board of Directors, at least 10 days before election, a slate of qualified nominees for the elective positions as provided for in the Constitution and By-Laws.

1.3. Finance, Planning, Budgeting, and Fundraising Committee

1.3.1. The Finance, Planning, Budgeting, and Fundraising Committee shall consist of five (5) members, including the Chairman and Vice Chairman. All five (5) members shall be appointed from the members of the Board of Directors.

1.3.2. The Finance, Planning, Budgeting, and Fundraising Committee, on a continuing basis, shall observe and evaluate the functions of the different Committees, particularly those relating to financial needs. It shall consider and investigate requests from the different Committees, as to appropriations from the funds of the UPBSI, and recommend appropriations for approval by the Board of Directors. It shall require each Committee to prepare and submit its budget to the Board of Directors for approval.

1.3.3. The Committee, at the discretion of the Chairman, may appoint when needed, subcommittees to oversee and run the functions and responsibilities of the Committee.

1.3.4. Study, review, and evaluate the fundraising campaigns of the UPBSI.

1.3.5. Recommend campaign techniques, methods, and organizations that will promote the most effective way of raising funds.

1.3.6. Be responsible for the conduct of the next succeeding fundraising campaign of the Association.

1.3.7. Review UPBSI's outstanding Accounts Receivable, and take such steps as may be required to collect such accounts.

1.4. Ways and Means Committee

1.4.1. The Ways and Means Committee shall have a total of five (5) members consisting of a Chairman, Vice Chairman, and three (3) members.

1.4.2. The Committee shall be responsible for the procurement of materials, and event planning of civic and social functions.

Section 2. Special Committees

2.1. The Ad Hoc Committees are created by the Board of Directors for special projects.

- 2.2. The President, with the concurrence of the Board of Directors, may from time to time, establish additional Ad Hoc Committees, as the need arises.
- 2.3. The Chairman, Vice-Chairman, and members of all Committees shall be appointed by the President, subject to the approval of the Board of Directors.
- 2.4. The Chairman of any Ad Hoc Committee must be a member of the Board of Directors, provided however, that from time to time, the President may make appointments, subject to the approval of the Board of Directors, a non-member of the Board as Chairman of a Special Committee.
- 2.5. The actions of all Committees shall be subject to the approval of the Board of Directors, and each Committee shall exercise the powers, and perform those functions that may be designated by the Board of Directors.
- 2.6. Each Special Committee may adopt its own code of regulations, and its own method of procedure, subject to approval of the Board of Directors.
- 2.7. Each Special Committee shall have the power to establish subcommittees, as the Committee may determine. The members of the subcommittees need not necessarily be members of the Special Committee.
- 2.8. One-half of the total membership of any Committee shall be deemed a quorum for the conduct of business of that Committee.

ARTICLE IX. FISCAL YEAR AND MEMBERSHIP FEES

Section 1. Fiscal Year

- 1.1. The fiscal year shall be the calendar year.

Section 2. Annual Fees

- 2.1. The initial annual membership fee is US\$15.
- 2.2. Or, an annual membership fee to be determined prospectively by the current Board of Directors, if and when the current membership fee becomes obsolete and unresponsive to the needs of the UPBSI.
- 2.3. Annual dues/fees are payable preferably on or before the 31st of May of each year.
- 2.4. As an option, members shall pay a lifetime membership fee in an amount determined by the President, and approved by the members of the Board of Directors.
- 2.5. A member in good standing shall entitle a member to nominate candidates, vote, and participate in public deliberations in the UPBSI internet facilities.

Section 3. Special Assessments

- 3.1. Special Assessments for specific purposes, subject to the approval of the Board of Directors, may be imposed upon every member. Non-payment, thereof, may subject the member to forfeit his rights and privileges as a member in good standing.

ARTICLE X. MEETINGS

Section 1. Annual Meetings

- 1.1. The UPBSI shall hold at least one (1) annual general meeting of its members in the month, date, time, and place conveniently designated by the Board of Directors each calendar year, to be announced to the General Membership at least two (2) months before said meeting.
- 1.2. Due to geographical limitations and time considerations, quorum on such meeting may be dispensed with, as long as a proposal for that purpose is approved by fifty percent plus one (50%+1) among those present in the meeting. Proxy Voting at any official meeting shall be made available to any UPBSI member, subject to the approval of the members of the Board of Directors, provided they are properly apprised of the issues, and their intentions to vote as such is communicated to the President and to the members of the Board of Directors, prior to the meeting.
- 1.3. Non-submission of vote shall mean an "Aye" vote.

Section 2. Special Meetings

- 2.1. Special meetings of the UPBSI may be called by the President, or upon request of at least twenty (20) members in good standing. A written notice stating the day, time, place, nature, and purpose of such meeting must be sent to the Board of Directors, at least thirty (30) days before the date of the special meeting.

Section 3. Board of Directors Voting

- 3.1. In all meetings, regular or special, at least fifteen (15) members present shall constitute a quorum.
- 3.2. All issues to be discussed at the meeting shall be communicated to the Board of Directors through appropriate means, requiring all members present to vote on an issue or issues based on priorities and urgency.
- 3.3. Non-submission of vote shall mean an "Aye" vote. Absentee voting shall be allowed.

ARTICLE XI. ELECTION OF THE BOARD OF DIRECTORS

Section 1. Eligibility

- 1.1. To be eligible to vote, a member must be in good standing. To be considered a member in good standing, he shall have paid the membership fee of the previous year and/or current year.

Section 2. Elective and Appointive Offices

- 2.1. Only members in good standing as defined in Article IV, Section 2.2, shall be qualified to vote during the election for the Board of Directors.
- 2.2. Those seeking elective and appointive positions should pay an equivalent of at least two (2) years of membership fees from the year of his election or appointment.

Section 3. Additional Voting Provisions

- 3.1. Members of the Board of Directors shall be elected at-large (i.e., by the General Membership) by secret ballot.

3.2. The UPBSI's partners in mission shall automatically be represented in the Board as voting members, specifically, by the designated representatives of the Operation Big Brother Foundation (OBBF), U.P. Beta Sigma School of Martial Arts (UP-SOMA), and Big Brothers Bounty (BBB).

3.3. Changes in the number of representation in the Board of Directors shall be in the form of policy enactments by the President of the UPBSI, with the concurrence of the majority members of the Board of Directors. Discussion on the representation, if necessary, may start four (4) months (January of an election year) before the next Board of Directors election, and resolution on the numbers shall be made three (3) months before (February of an election year).

Section 4. Elections In-Absentia

4.1. Elections In-Absentia shall be considered as long as the nominee signifies acceptance of the nomination before the said election, provided that nominee is qualified and acceptable to the Election Committee, and with concurrence of a majority vote of the members of the Board of Directors.

Section 5. Vacancies

5.1. In the event of a vacancy in the Board of Directors, a replacement shall be appointed by the Board of Directors by a majority vote.

5.2. In the event of a vacancy in the position of Officer, a replacement shall be appointed by the President, with the approval of the Board of Directors.

5.3. In the event of a vacancy in the different Committees, a replacement shall be appointed by the President, upon recommendation of the Chairman of that particular Committee.

ARTICLE XII. AMENDMENTS

Section 1. Revision of the Constitution and By-Laws

1.1. Whenever there is a need to revise or amend the Constitution and By-Laws, the President shall appoint an Ad Hoc Committee consisting of at least five (5) active members of the UPBSI; with a Chairman, Vice-Chairman, and three (3) members, including the President as Ex-Officio member; to draft the necessary revisions or amendments.

1.2. The President and the Ad Hoc Committee shall present the proposed revisions to the Constitution and By-Laws, only to members in good standing.

1.3. A simple majority vote by all members in good standing who have voted, garnered through correspondence within a time frame decided upon by the Board of Directors, is needed to amend/revise the Constitution and By-Laws.

1.4. Appointment of members of the Organizing Council and other Officers prior to the ratification of the new Constitution and By-Laws shall be declared valid and recognized, until such time that such Constitution and By-Laws is amended by the newly elected Board of Directors and ratified by the General Membership.

ARTICLE XIII. RATIFICATION

Section 1. This Constitution and By-Laws shall be deemed ratified by a simple majority vote of the Organizing Council. Non-submission of vote shall mean an "Aye" vote.

ARTICLE XIV. SEAL/LOGO

Note: This space is reserved for the Seal/Logo of the UPBSI.

ARTICLE XV. ORDER OF BUSINESS

Section 1. The following shall be the Order of Business:

1. Roll Call
2. Reading and Approval of the Minutes of Previous Meeting
3. Treasurer's Report
4. Reading of Communications
5. Report of Different Committees
 - i. Old Business
 - ii. New Business Agenda
 - iii. Announcements
6. Adjournment

ARTICLE XVI. PARLIAMENTARY AUTHORITY

Section 1. The Robert Rules of Order, as revised, is the controlling authority upon which questions not covered by this Constitution and By-Laws shall be guided.

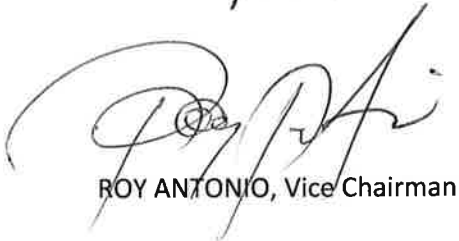
IN WITNESS WHEREOF, we the members of the UNIVERSITY OF THE PHILIPPINES BETA SIGMA, INTERNATIONAL have hereunto subscribed our names this 12th day of APRIL, 2016.

This Constitution and By-Laws may be signed in counterparts and/or virtually; signed counterparts and any documentation supporting the virtual signature will together be the binding document in its entirety.

SIGNED:


DANILO H. GALOSO, Chairman

Date: 4/12/2016


ROY ANTONIO, Vice Chairman

Date: 4/12/2016

MEMBERS OF THE ORGANIZING COUNCIL:

Alexis Dogwe
Alfred Aquino
Aman Carolino
Edsel Arceo
Edwin Acuna
Enrique Araneta
Fred Young
Janus Rojo
Jose Lalas
Noli Nolasco
Norman Bituin
Rafael Hidalgo
Willie Vergara