



# The Syllabus

## 2017 Convention Issue

### CREDENTIALS

All members of Delta Theta Phi are encouraged to attend the 60<sup>th</sup> Biennial Convention, to observe the deliberations of the International Senate, and to participate in the social activities and fraternal fellowship.<sup>1</sup> *All Student Senates in good standing are expected to send a voting delegate.*

### STUDENT ALLOWANCES

The Delta Theta Phi Convention Committee extends to voting student delegates in attendance at the convention, who arrive before 1 p.m. on Thursday, August 3, 2017, attend each required meeting, and remain in attendance through the close of business on Saturday, August 5, 2017 the following allowances:

#### **1. TRAVEL EXPENSES**

Student delegates must reserve their own transportation; however, reimbursement is available as the most economical round-trip airfare available, from his/her home or law school to the Crowne Plaza New Orleans-Airport as of July 4, 2015. Reimbursement will be the lesser of: actual mileage used at 28 cents per mile, or actual airfare, or \$350 (three hundred dollars), round-trip.<sup>2</sup>

*If the student delegate is other than the Dean of the Senate, he or she must complete the "Delegate Substitution Form" enclosed with this Syllabus and send it to the International Office immediately.*

#### **2. HOTEL ROOM EXPENSE**

Each student delegate will share a double room with another assigned delegate at the expense of the Fraternity, or will otherwise be personally responsible for the additional half-room expense (in the case of a guest or spouse, or additional attendees from your senate). The Fraternity will pay all student delegate half-room expenses for only the nights of August 3-5, 2017 directly to the Hotel for those students who attend **every** required meeting and event. All student delegates will be billed separately by the Hotel for all phone calls and miscellaneous charges incurred by them and must present a credit card to the hotel upon check-in for these incidentals. Voting student delegates who fail to attend one or more meetings or events will have their hotel expense paid but will have his/her transportation reimbursement reduced on a pro-rated basis.

*Those delegates who bring a spouse/guest to create the circumstance in which they will be responsible for the additional half-room charge shall present their credit card (or pay cash) upon check-in and registration and*

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<sup>1</sup> Pursuant to our Constitution, the members of the International Senate are the duly elected members of the Supreme Senate, Deans of the Student Senates, Deans of the Alumni Senates, and Past Chancellors. No other persons are permitted to vote on matters before the International Senate without express written documentation.

<sup>2</sup> Reimbursement will be made after the student delegate attends all required meetings at the convention, providing that the delegate has completed the proper Travel Reimbursement Form and attached receipts as necessary.

said room charges and tax for the entire stay will be billed to the presented card in the amount of \$54.50 per night for half-room expense, plus taxes.

## **GENERAL CONVENTION ATTENDANCE AND QUALIFICATION RULES**

1. **Student Dean or Substitute Student Dean:** To be a voting delegate, you must either be the duly elected Dean or a properly appointed Substitute Dean by the Dean of the Student Senate of which you are an active member.<sup>3</sup> Each Student Dean must be enrolled at the school where the Senate which he or she is representing is located for the fall 2017 term.
2. **Alumni Senate and Alumni Dean:** If you are an Alum, you must be the elected or a properly appointed Substitute Dean of the Alumni Senate of which you are a member, but only provided further that the Master of Rolls presents to the Credentials Committee evidence that the said Alumni Senate is in good standing under the Constitution.<sup>4</sup>
3. **Standing of Senate:** In the event that you have any questions with regard to the standing of your Senate or voting ability of your delegate, you should verify this well in advance with the International Office
4. **Substitute Delegate:** To serve as a Substitute Delegate, a person must be a member of the Fraternity and a member of the Senate that he or she is to represent. To represent a Student Senate, the substitute must have not less than one quarter or semester of law school remaining before his or her graduation.<sup>5</sup>
5. **Disqualification to Act as Delegate:** No Supreme Senate officer and no Past Chancellor may represent any Senate at the convention, even if he/she is the duly elected Dean of such Senate.<sup>6</sup>
6. **Certification of Qualifications of Senate:** The Master of Rolls shall certify to the Chancellor, a list of all qualified delegates to the convention. ***A Student Senate will be considered qualified if it will have five or more student members in good standing at the time of the convention and returning for the Fall 2017 law school term, and have paid the registration fee in full.***
7. **Attendance Identification:** There shall be badges issued by the Convention Committee, one each for the following categories: (a) Student/Alumni—Voting; (b) Student/Alumni—Non-Voting; (c) Past Chancellors; (d) Supreme Senate members; and (d) Guests. Any person with a Guest badge may not be admitted to the International Senate during business. ***Each Student delegate will have his or her attendance at each event***

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<sup>3</sup> A proper Substitute Dean, per the Constitution, must have written authorization from the Senate Dean. Each Student Dean, whether elected or the appointed substitute, must have at least one semester/quarter remaining to complete his/her degree. Therefore, any member who has just graduated cannot represent a Student Senate.

<sup>4</sup> Namely, that the Senate has at least ten or more living members who are considered members in good standing, i.e., Life Members, Members Emeritus and/or regular members who have paid their current annual International dues.

<sup>5</sup> Pursuant to the Constitution, a Substitute Dean must bear credentials from the Dean of the Senate in question. No such Substitute Dean may be appointed at the convention after the Credentials Committee has certified the voting members of the International Senate unless he or she has presented signed credentials to a special meeting of the Credentials Committee. Any member participating in any fraudulent activity pertaining to this section shall forfeit any right to reimbursement for expenses or for allowances, and shall further be subject to such other sanctions as may be appropriate under the Constitution.

<sup>6</sup> Principally because he/she is already, by virtue of holding such office, under the Constitution, entitled to full participation in, and full vote at the convention.

*verified. Perfect attendance will determine the reimbursement for travel expenses. For each unexcused absence, payment may be prorated.*

8. Delegate Participation: Although all delegates are strongly encouraged to be in attendance for all convention sessions; those Deans, Substitutes, Supreme Senate officers, and Past Chancellors who have been certified as delegates pursuant to the paragraphs above, and who are unable to attend all sessions or activities thereof for extraordinary reasons, are still entitled to participate in the business sessions of the convention. However, all Student Delegates must remain to the close of business on Saturday, August 5<sup>th</sup>, to qualify for payment of hotel expenses and full reimbursement of travel.
9. Voting Procedure: All votes shall be cast only by qualified delegates personally in attendance. Therefore, no qualified delegate who is unable to attend any voting sessions of the convention shall be able to vote by proxy. Student voting delegates are again reminded that they must remain until the close of business on Saturday, August 5, 2015, for any allowances.

**QUESTIONS ABOUT THIS SYLLABUS MAY BE DIRECTED TO THE EXECUTIVE DIRECTOR**