

Kappa Kappa Psi & Tau Beta Sigma
Western District Joint Constitution
Revised: March 30th, 2008

Article I
Purpose

1.1 Be it known that the Western District of Kappa Kappa Psi, National Honorary Band Fraternity, and Tau Beta Sigma, National Honorary Band Sorority, are herewith established with the intent of promoting the cause of band music; furthermore, the Chapters of the Joint Western District shall combine their resources toward that end, yet remain distinct in identity and ritual.

1.2 The Western District Challenge is as follows:

The Western District has committed itself to a new, higher standard of individual Chapter and District responsibility. From this day forth, every member and chapter shall turn in every form, every receipt, every fee, and every application, complete and on time, every time. In addition, the Western District challenges all districts to meet or exceed our already high commitment to excellence. D.S. al coda.

⊕ Doing the most is the least you can do.

1.3 The Western District Joint Mission Statement is as follows:

"United by music, the Western District Joint Organizations of Kappa Kappa Psi and Tau Beta Sigma are committed to enthusiastic service to the college and university bands, through establishing the standards of excellence for the nation's leadership, expansion, loyalty, and cooperation."

Article II
General

2.1 The Constitution of the Joint Western District is to be used in conjunction with the National Constitutions of Kappa Kappa Psi and Tau Beta Sigma and the separate Western District Constitutions of Kappa Kappa Psi and Tau Beta Sigma.

2.2 This document shall not take precedence over the National Constitution of Kappa Kappa Psi or the National Constitution of Tau Beta Sigma.

Article III
Officers

3.1 The Joint Western District Council shall consist of Kappa Kappa Psi Western District Officers, Tau Beta Sigma Western District Officers, Kappa Kappa Psi Western District Governor(s), and Tau Beta Sigma Western District Counselor(s).

3.2 Kappa Kappa Psi Western District President / Tau Beta Sigma Western District President shall:

- 3.2.1 Preside over all joint meetings of the Western District. The presidents shall be members ex-officio of all Joint Western District Committees.
- 3.3 Kappa Kappa Psi Vice President / Tau Beta Sigma Vice President of Membership shall:
 - 3.3.1 Preside at joint meetings of the Western District in the absence of their respective Western District President.
 - 3.3.2 Be responsible for the general membership.
 - 3.3.3 Be responsible for the content of the Western District Website.
- 3.4 Kappa Kappa Psi Member-at-Large / Tau Beta Sigma Vice President of Special Projects shall:
 - 3.4.1 Be responsible for projects deemed necessary by the Western District Council.
 - 3.4.2 Be responsible for organizing and maintaining the history of the Western District.
- 3.5 Kappa Kappa Psi Secretary-Treasurer / Tau Beta Sigma Secretary-Treasurer shall:
 - 3.5.1 Be responsible for recording, publishing, and distributing the minutes from all joint meetings of the Western District.
 - 3.5.1.1 The outgoing Kappa Kappa Psi and Tau Beta Sigma Secretary/Treasurers shall author and compile minutes from convention and the incoming Kappa Kappa Psi and Tau Beta Sigma Secretary/Treasurers shall publish and distribute said minutes from convention.
 - 3.5.2 Be responsible for coordinating The Accent with the publishing chapter(s).
 - 3.5.3 Be responsible for organizing and maintaining all Joint Western District fundraisers.
 - 3.5.4 Be responsible for facilitating fundraising between Kappa Kappa Psi and Tau Beta Sigma Chapter Treasurers specifically for the Western District Emergency Fund should the fund fall below a minimum balance.
- 3.6 Kappa Kappa Psi Parliamentarian/Tau Beta Sigma Parliamentarian shall:
 - 3.6.1 Advise the Joint Western District Council and membership at large regarding points of parliamentary procedure.
 - 3.6.2 Provide a copy of the Joint Western District Constitution to the members of the Jurisdiction committee.
- 3.7 Joint Western District Webmaster shall:
 - 3.7.1 Be responsible for the District Website as specified in 7.02.
 - 3.7.2 Provide access to The Accent on the website.
 - 3.7.3 Maintain an online submission form for The Accent on the Western District Website, which shall automatically be directed to The Accent publishers.

Article IV Meetings

- 4.1 A regularly called convention of the Western District shall be held in the Spring of each year.
 - 4.1.1 Bids for the Western District Convention shall conform to the following requirements:
 - 4.1.1.1 The chapter(s) must be active and in good standing with the National Headquarters of Kappa Kappa Psi and Tau Beta Sigma.
 - 4.1.1.2 The chapter(s) must be financially able to host the Western District Convention.
 - 4.1.1.3 The Sponsor(s) must submit an evaluation of the chapter(s).
 - 4.1.1.4 The bid must comply with convention site policy as determined by the National Councils of Kappa Kappa Psi and Tau Beta Sigma.
 - 4.1.1.5 The bid must be flexible enough to include a minimum of one (1) of the following dates:
 - Last weekend in March
 - First weekend in April
 - Second weekend in April
 - 4.1.2 In the event that the Joint Western District does not decide on a site and hosts(s) for the next Western District Convention, the convention site and host(s) shall be decided by the Kappa Kappa Psi Western District Governor(s) and the Tau Beta Sigma Western District Counselor(s).
 - 4.1.3 Chapters may seat proxy delegates in committees at the discretion of the chapter and Governor(s) or District Counselor based on the chapter proxy form.
- 4.2 The Joint Western District Council shall meet a minimum of three (3) times a year for the expressed purpose of discussing district matters.
 - 4.2.1 A passing vote on Joint District matters is a two-thirds (2/3) majority vote from each separate council.
 - 4.2.2 The Joint Western District Council shall determine the Chapter of the Year Award recipient.
- 4.3 Each state containing chapters shall be responsible for holding a pre-convention meeting called State Days.
 - 4.3.1 State Days must occur before the second weekend in March or a minimum of three (3) weeks prior to the Western District Convention, whichever is earlier in the year.
 - 4.3.1.1 Host chapters must send an inquiry to all chapters within their rotation with at least three (3) proposed dates.
 - 4.3.1.2 Host chapters must submit a proposed date to the Western District Presidents no later than December 1 for approval.

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- 4.3.2 State Days hosts shall follow a rotation unique to each state. Once a school hosts State Days, they move to the bottom of the rotation.
 - 4.3.2.1 Should a school be unable or unwilling to host their State Days, the school must notify the District Officers, Governors, and Counselor, in writing by October 15.
 - 4.3.2.2 The next school in the list shall be notified by the Joint Western District Council of their hosting duty.
 - 4.3.2.3 The relinquishing of their duties as State Days host shall drop to the bottom of the rotation.
 - 4.3.2.4 Arizona State Day Rotation:
 - University of Arizona
 - Northern Arizona University
 - Arizona State University
 - 4.3.2.5 California State Day Rotation:
 - University of California, Los Angeles
 - California Polytechnic State University, San Luis Obispo
 - California State University, Fresno
 - San Diego State University
 - Modesto Junior College
 - University of California, Irvine
 - San Jose State University
 - 4.3.2.6 Utah State Day Rotation:
 - Utah State University
 - University of Utah
 - Boise State University
 - 4.3.2.7 Washaho State Day Rotation:
 - University of Washington
 - Washington State University
 - Boise State University
- 4.3.3 State Days hosts shall organize and implement a profit-share fundraiser in which fifty (50) percent of the proceeds go to the district and fifty (50) percent may be kept by the State Days hosts.

**Article V
Committees**

- 5.1 The Western District shall have the following joint standing committees: Programs, Jurisdiction, Publications, and Convention Site.
- 5.2 The Programs Committee shall:
 - 5.2.1 Examine new ideas for improving music awareness and service through Kappa Kappa Psi and Tau Beta Sigma.

5.2.2 Evaluate the candidates, and select recipients for each of the following awards:

For Music's Sake
For Service's Sake
For Community's Sake
Delegate Distance Award
Chapter Participation Award

5.3 The Jurisdiction Committee shall:

5.3.1 Examine all proposed changes to the Joint Western District Constitution.

5.4 The Publications Committee shall:

5.4.1 Evaluate the eligibility of all bids to publish The Accent in accordance with Article VII.

5.4.2 Have the authority to waive any of these requirements.

5.4.3 Review and revise The Accent. This may include requirements, recommendations, and suggestions directed toward prospective bidding chapter(s).

5.5 The Convention Site Committee shall:

5.5.1 Evaluate the eligibility, in accordance with 4.01, of all bids to host the next Western District Convention and slate one (1) bid to be presented to the Joint Western District.

5.5.2 Have the authority to waive any bid requirement, except 4.01.01.01 and 4.01.01.04.

5.5.3 Review and revise the Western District Convention Bid Guide, which may include requirements, recommendations, and suggestions directed towards prospective bidding chapter(s).

Article VI Finances

6.1 The Western District Emergency Fund shall be maintained by the District for the purpose of providing an emergency fund for our District, and shall operate as follows:

6.1.1 An application must be submitted by chapters to be voted on by the Joint District Council.

6.1.2 Each separate council will provide fifty (50) percent of the agreed upon amount. Monies provided in this fashion to an active chapter shall be considered a donation.

Article VII Publications

7.1 The Western District Publication shall be The Accent.

7.1.1 Bids for The Accent shall conform to the following requirements:

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- 7.1.1.1 Must be a written bid stating why the chapter(s) wish to publish The Accent, the method that shall be used to publish The Accent, and a proposed sample of The Accent.
- 7.1.1.2 The bidding chapter(s) must demonstrate a capability to publish and maintain The Accent for distribution.
- 7.1.2 In the event that there is no bid for The Accent, or that no bid meets the requirements, The Accent shall become the responsibility of the Western District Secretary-Treasurers.
- 7.1.3 The Accent must be published at least three (3) times a year.

Spring	Three (3) weeks after the Western District Convention
Fall	November 15
Winter	March 15
- 7.1.4 Submissions to the publishing chapter(s) of The Accent are due no later than:

Spring	One (1) week after the Western District Convention
Fall	November 1
Winter	March 1
- 7.1.5 The publishing chapter(s) shall distribute a minimum of one(1) copy per District Officer, Governor or Counselor, Chapter, and Colony of both organizations in the Western District as well as all National Officers. In addition, the publishing chapter(s) must provide an electronic copy to the Western District Webmaster.
- 7.1.6 In the event that the publishing chapter(s) become unable to fulfill the publications requirements, the Western District Council may vote to revoke the privilege of publishing The Accent from said chapter(s).
 - 7.1.6.1 In the event that the publication rights have been revoked, the Western District Secretary-Treasurers will assume publishing duties.
- 7.2 The Western District shall maintain a website.
 - 7.2.1 The Joint Western District Council shall review all applications received for Webmaster by May 1 and shall appoint the position within two (2) weeks.
 - 7.2.2 The Joint Western District Council shall appoint a new Webmaster within two (2) weeks of any vacancy.
 - 7.2.3 The Western District Webmaster shall be responsible for updating the website within one (1) week of major events or requests. If the requests cannot be completed within one (1) week, the Webmaster shall notify the requester of the expected time of completion.

Article VIII
Awards

- 8.1 The Chapter of the Year Award shall be presented in recognition of an outstanding chapter. The qualifications for this award shall be: district and national participation, Brotherly and Sisterly bonds, adherence to the Western District Challenge, chapter growth and retention, and exemplary service to its college band programs. The winner shall be decided by the Joint Western District Council

- 8.2 The For Music's Sake Award shall be presented in recognition of the project that best promotes community service related to music.
- 8.3 The For Service's Sake Award shall be presented in recognition of the project that best promotes service to college bands.
- 8.4 The For Community's Sake Award shall be presented in recognition of the project that best promotes community service unrelated to music.
- 8.5 The Delegate Distance Award shall be presented in recognition of the delegate(s) who travel the furthest distance to Convention.
- 8.6 The Chapter Participation Award shall be presented in recognition of the chapter that traveled the furthest distance to Convention, according to the following formula:

$$\frac{(\text{Number of chapter's Actives at Convention}) \times (\text{Distance from the chapter's location to Convention location})}{\text{Number of total Actives in the chapter}}$$

Article IX Amendments

- 9.1 Any part of this Constitution may be amended at any time by a simple majority of all eligible voting chapters of each organization.