DELTA SIGMA THETA SORORITY, INC.

CODE *of* CONDUCT

REVISED APRIL 2021

DELTA SIGMA THETA SORORITY, INC.

A Service Sorority

Grand Chapter

INTRODUCTION

Delta Sigma Theta Sorority, Inc., a national service sorority, requires that its members exemplify and encourage high cultural, intellectual, and moral standards and that their actions exemplify the public and personal behaviors that reflect the ideals and principles espoused by the Sisterhood.

Delta Sigma Theta Sorority, Incorporated ("Delta") has a zero - tolerance hazing policy. The policy expressly prohibits all acts and forms of hazing, before, during, and after the Membership Intake Process.

The Code of Conduct consists of two parts: the **Code of Ethics**, which states the types of conduct that the Sorority considers acceptable, and the **Disciplinary Action Code**, which sets forth the types of conduct that is unacceptable and the corresponding discipline to be imposed upon any individual or chapter that engages in prohibited conduct.

The principles of the Sorority's Governing Documents, administrative resources and tools are embodied in the Code of Conduct which is embodied in *The Acknowledgement of Rights and Responsibilities of Members of Delta Sigma Theta Sorority Regarding Membership Intake Prohibitions (No Hazing Contract), and the Notice to Applicant/Candidate/Pyramid Regarding Privilege and Responsibilities.*

Revisions to this Code of Conduct, including the sanctions and fines to be assessed under this Code, shall be made by the National Scholarship and Standards Committee and approved by the National Board of Directors.

CODE OF ETHICS

Believing in the worth and dignity of each human being, Delta expects each soror to recognize the supreme importance of the pursuit of truth, devotion to excellence, and commitment to social responsibility. Each soror is expected to live up to these ideals by embracing and adhering to the following ethical principles:

Δ Each soror shall regard as primary the bond of Sisterhood and the giving of public service;

Δ Each soror shall uphold the *Constitution and Bylaws* of Delta Sigma Theta Sorority, Inc.;

Δ Each soror shall maintain high standards of personal conduct;

Δ Each soror shall support and promote the goals, objectives, and programs approved by Grand Chapter;

Δ Each soror shall treat all persons with dignity and respect;

Δ Each soror shall exhibit compassionate and courteous behavior toward all persons at all times;

Δ Each soror shall refrain from making false or misleading statements about the Sorority to anyone;

Δ Each soror shall recognize her personal responsibility to assist with and promote the development, improvement, and execution of programs designed to strengthen the Sisterhood;

Δ Each soror shall uphold and support all persons impartially;

Δ Each soror shall refrain from engaging in or tolerating any exploitation or disparaging of the Sorority;

Δ Each soror shall refrain from using her membership in any manner that would be inconsistent with the Sorority's underlying principles;

- Each soror shall maintain the confidentiality of all information deemed as such by the Sorority;

- Each soror shall refrain from using the Sorority's property, including any derivative of its name, its symbols, and other trademarks and service marks, for personal and/or commercial use;

- Each soror shall exercise sound business principles in conducting the Sorority's affairs;

- Each soror shall refrain from engaging in illegal and unsisterly conduct (including any form of hazing), shall use her best efforts to protect the Sorority from any such conduct by anyone, and shall report any such conduct to the appropriate local, regional or national officer;

- Each soror shall support the Sorority's programs through the payment of all dues and fees approved by Grand Chapter; and

- Each soror shall demonstrate her commitment to public service by participating with her local chapter or nationally.

DISCIPLINARY ACTION CODE
Executive Summary

The Disciplinary Action Code is embodied in the *Notice to Applicant/Candidate/Pyramid Regarding Privilege and Responsibilities and the Acknowledgement of Rights and Responsibilities of Members of Delta Sigma Theta Sorority, Inc. Regarding Membership Intake Prohibitions (No Hazing Contracts).* It sets forth the types of improper conduct, on the part of sorors, members, pyramids, candidates, applicants, and chapters, that are unacceptable and, thus, prohibited. Such improper and unacceptable conduct is subject to sanctions, including financial penalties. Sanctions may be applied from any section of the code regardless of the category where it is specifically identified.

The Disciplinary Action Code clearly defines the types of conduct and activities that constitute a violation of the Code and, thus, are unacceptable and prohibited conduct and activities. The enumerated sanctions and fines are designed to address the consequences of a chapter, a member, a soror, an applicant, a candidate, or a pyramid engaging in unacceptable and prohibited conduct. Conduct and activities that violate a state or federal law may result in consequences beyond those delineated in this Code.

Knowing the difference between effectively managing and resolving conflict versus exercising the Disciplinary Action Code is key to productive interpersonal relationships in local chapters. There may be instances of interpersonal conflict (e.g. change, power structure/struggles, ineffective communication structures, ineffective processes/procedures, conflicting goals and objectives, etc.) that do not need to be escalated as a violation of the Disciplinary Action Code. Sources of conflict within the chapter and among members that cannot be resolved internally should be referred to the Regional Director for conflict resolution intervention and management.

Applicants, candidates, and pyramids shall be barred from membership for participating in, and/or failing to report any type of conduct that is deemed unacceptable and in violation of the Sorority's approved Membership Intake Program, including those policies which are summarized in the *Notice to Applicant/Candidate/Pyramid Regarding Privilege and Responsibilities* **and detailed in numerous other documents provided to the applicants, candidates, and pyramids.**

Any applicant, candidate, or pyramid shall be barred from membership at any point in the process in which the Sorority discovers, through any means, that the applicant, candidate or pyramid has engaged in conduct or activities at any point, that would, as determined by the Sorority in its sole discretion, defame the Sorority or diminish its esteem, respect or goodwill; injure its reputation; or are inconsistent with the high ideals of the Sorority.

Any soror shall be expelled from membership, if at any time after initiation the Sorority discovers that during the process in which she was an applicant, candidate, or pyramid she engaged in activities, participated in, and/or failed to report any type of conduct that is deemed unacceptable and in violation of the Sorority's approved Membership Intake Program.

As provided in the *Constitution and Bylaws* and specified in detail in this Code of Conduct, sorors and chapters may be placed on probation and/or fined by the Regional Director, the National Scholarship and Standards Committee, or the National President for engaging in prohibited conduct or activities. Sorors and chapters on probation shall not participate in any activity of the Sorority, except specified, monitored activities approved by the Regional Director and the National Scholarship and Standards Committee. As a condition of reinstatement, a soror or chapter must satisfy all financial obligations imposed as a result of the probation and must successfully complete a specified program of rehabilitation over a period of time as prescribed by the Regional Director or the National Scholarship and Standards Committee.

As provided in the Bylaws, the National President is authorized to suspend or expel a soror as well as suspend a chapter or revoke its charter. Sorors and chapters also may be disciplined by the National Scholarship and Standards Committee or Regional Director, with the approval of the National President. A soror or chapter that has been disciplined may be fined and directed to repay expenses, as provided in the Code of Conduct, irrespective of who imposes the disciplinary action.

Sorors or chapters upon whom fines or restitution has been imposed may not participate in **any** activities of the Sorority until said obligation has been fully satisfied. During the period of individual or chapter suspension, neither the soror, the chapter, nor any of its members who have been disciplined shall participate in any activity of the Sorority except those rehabilitative activities. To be reinstated, a suspended chapter or soror must satisfy all financial obligations imposed as a result of the suspension and must successfully complete an individually-tailored rehabilitation program, over a prescribed period of time. The rehabilitation program shall be supervised by the Regional Director. If a soror has not satisfied her fine or financial obligation within five (5) years of the ending of the period of sanction (*e.g.*, within five (5) years of the last day of a three (3) year sanction), she shall be expelled by the National President. The National President also has the authority to revoke a chapter's charter if the chapter's fine or financial obligations have not been satisfied within a ten year period, from the inception of the sanction. Chapters that fail to remedy the condition leading to suspension may be required to appear, at the expense of the suspended chapter, before the National Board of Directors for a hearing.

When the Sorority imposes discipline of any kind (probation, suspension, fine, and the requirement to make restitution, expulsion, or revocation of a charter) upon a soror or chapter, it shall provide the disciplined soror or chapter with written notice of the charge (prohibited conduct or activities) and the reason for the sanction imposed. The written notice shall specify the soror's or chapter's appeal rights, the time for filing the appeal, and the procedure for computing the filing time. Within 45 days of receiving notice of sanctions, a soror or chapter may appeal at her or its own expense. The time for computing the 45 days is provided in the *Chapter Management Handbook*. In accordance with the appeals procedure as set forth in the *Chapter Management Handbook,* the request to appeal may be brought before the following, in the order listed: the National Scholarship and Standards Committee, the National Board of Directors, and the Executive Session during the National Convention.

Membership in the Sorority may be suspended by the National Board of Directors for an extended period when the circumstances warrant such action.

When a soror has been placed on probation, suspended, or expelled from the Sorority; and when an applicant, candidate, or pyramid has been barred from membership, her name shall be posted on the Sorority's public website within a designated section and shall remain until the Sorority, in its sole discretion, decides to remove the name.

Any public display or use of the Sorority's property that may create embarrassment for the Sorority or any individual soror is a violation of the Disciplinary Action Code. This includes but is not limited to, using various derivatives of the Sorority's name and its symbols, trademarks and service marks for shows, presentations, performances or for personal use.

Any soror who repeatedly violates the Code of Conduct will be expelled.

Applicants/candidates/pyramids may be **barred from membership** by the Regional Director, as specified in this Code of Conduct.

TERMINOLOGY

Barred
Barred means that one has been disqualified from seeking membership in Delta Sigma Theta Sorority, Inc. and applies specifically to any applicant, candidate, or pyramid whose privilege of becoming a member of the Sorority has been revoked because she violated the Sorority's Code of Conduct. The applicant, candidate, or pyramid may be barred for a time certain or permanently, depending on the nature of the violation**.**

Purpose of a Cease and Desist
A **cease and desist** is a directive provided to an individual/chapter to stop purportedly illegal activity ("**cease**") and to not resume activities ("**desist**") until a determined date. A **cease and desist** generates and prompts the investigative process of the sorority.

Cease and Desist (Soror/Member)
A cease and desist means that you are to immediately cease any and all activities related to or those that imply you are a member of Delta Sigma Theta Sorority, Inc. This includes wearing any paraphernalia, using any merchandise that has references to Delta Sigma Theta, its symbols or logos, and attendance at any closed or private activities for members of Delta Sigma Theta Sorority, Inc. with the exception of those designated by the Regional Director, National First Vice President, or National President.

Cease and Desist (Candidate and/or Pyramid)
A cease and desist means that you are to immediately cease any and all Membership Intake and related activities and/or interaction, meetings, or Delta related discussions with any members or Sorors of the organization, with the exception of those designated by the Regional Director, National First Vice President, or National President.

A cease and desist means that the Chapter members, and the advisors of the chapter (if applicable), are to immediately cease any and all activities and/or interaction, meetings, or Delta related discussions with any members or Sorors of the organization, with the exception of those designated by the Regional Director, National First Vice President, or National President

Expulsion
Expulsion means the permanent removal of a soror from membership in Delta Sigma Theta Sorority, Inc.

Member
A **member** is any soror who pays dues to a chapter and to Grand Chapter, or who pays a member-at-large fee, or those exempt from payment of Grand Chapter dues and fees as stated in the *Constitution and Bylaws*.

Life Membership Categories

- A **Life Member** is a soror who has paid in full a Life Membership fee prior to 1963.
- A **Golden Life Member** is a soror who has paid in full one of two specified Golden Life Membership fees.
- A **Diamond Life Member** is a soror who has paid in full the specified Diamond Life Membership fee.

Probation
Probation means that a soror/chapter has been given a specified period of time to improve or undertake corrective action; it may involve the loss of specified privileges.

Soror
A s**oror** is a woman who has been duly initiated into the Sorority.

Suspension
Suspension means sanction that terminates the individual/chapter's membership privileges in Delta Sigma Theta Sorority, Inc. for a specified period of time. Satisfactory completion of specified stipulations, including completion of a rehabilitation plan, and full payment of fines are required for reinstatement.

Underground
Underground means any unauthorized, unsanctioned or illegal membership intake activity occurring before, during or after the approved membership intake process and guidelines established by the Grand Chapter of Delta Sigma Theta Sorority, Inc.

Governing Documents
State Statues and Laws, Corporate Charter and Articles of Incorporation, *Constitution and Bylaws*, Chapter Policies and Procedures, Rules of Order Form, Roberts Rules of Order

Administrative Resources and Tools *(listed alphabetically)*
Brand Style Guide, Chapter Management Handbook, Code of Conduct, Delta Technology Guidelines, Delta Style Guide, Fiscal Officers Manual, Internal Audit Manual, Membership Intake Program Documents (e.g., Administrative Procedures for Membership Intake, Membership Intake Program, Pyramid Study Guide), Protocol and Traditions Manual, *The Ritual*

Section 1: Violation of Sorority Governing Documents

Failure of chapter and/or individual member to adhere to the stated policies and procedures detailed in any of the Governing documents, administrative resources and tools of the Sorority shall result in sanctions, as specified in this Section of the Code.

Description of Offense/Violations	Sanction/Fine		
Improper or Unacceptable Conduct	**Chapter**	**Member/Soror**	**Applicant/ Candidate/Pyramid**
A Unexcused absence from two consecutive National Conventions.	Probation for 1 Year and Required DID(s)	N/A	
B Unexcused absence from two consecutive Regional Conferences.	Probation for 1 Year and Required DID(s)	N/A	
C Failure to comply with written rulings based on the Governing documents, administrative resources and tools as decreed by any of the following: Regional Director, the Scholarship and Standards Committee, the National President, or Grand Chapter.	Suspension for 6 Months and Rehabilitation Plan Fine $250	Suspension for 6 Months and Rehabilitation Plan Fine $250	
D Failure to submit to the Scholarship and Standards Committee, for approval, a copy of the Rules of Order Form and Chapter Policies and Procedures.	Probation for 6 Months and Required DIDs: Chapter Management and Fiscal Management	Probation for 6 Months and Rehabilitation Plan as prescribed by the Regional Director	

Violation of Sorority Governing Documents *(cont.)* Description of Offense/Violations	Sanction/Fine		
Improper or Unacceptable Conduct	**Chapter**	**Member/Soror**	**Applicant/ Candidate/Pyramid**
E. Failure to give the Regional Director evidence of chapter programs consistent with the national programs.	Probation for 6 months and Required DIDs: Program Planning & Development	N/A	
F Failure to submit required forms, reports and records (excluding financial forms included in Section 5) to National Headquarters and/or the Regional Officers and/or beginning any activities *(e.g.,* meetings, programs, membership intake) without having received a Corporate Compliance Letter.	Probation for 6 months and Required DIDs: Chapter Management & Fiscal Management	Probation for 6 Months and Rehabilitation Plan as prescribed by the Regional Director	
G Failure to comply with any policies, procedures, rules and/or regulations of the Sorority and or college/university. (Failure to follow Membership Intake policies and procedures will result in more severe sanctions specified in Section 8.)	Suspension for 6 Months Fine $250	Suspension for 6 Months Fine $250	
H Failure to comply with the Sorority's approved Step Show Guidelines for all chapters.	Suspension for 6 Months Fine $250	Suspension for 6 Months Fine $250	

Violation of Sorority Governing Documents *(cont.)* Description of Offense/Violations	Sanction/Fine		
Improper or Unacceptable Conduct	**Chapter**	**Member/Soror**	**Applicant/ Candidate/Pyramid**
I. Attending any meetings/gatherings/information sessions of any kind for any reasons not authorized (i.e. unauthorized meeting without advisor or chapter president).	Suspension for 6 months, Fine $250	Suspension for 6 months, Fine $250	
J Failure to comply with the Sorority's approved Alcohol and Illegal Drug Usage policy (Failure to follow Membership Intake policies and procedures will result in more severe sanctions specified in Section 8.)	Probation for 6 Months, Required training on Alcohol & Illegal Drug Usage policy, No alcohol events for 1 year, Fine $500	Probation for 6 Months, Required training on Alcohol & Illegal Drug Usage policy, Fine $250	

Section 2: Intellectual Properties

Delta Sigma Theta Sorority, Incorporated owns its' Intellectual Property, sorority assets, including word marks, logos, symbols, crest and seal. They are made available for use by the general membership and shall be utilized in the best way possible. Improper or illegal use of the Sorority's intellectual properties is not acceptable.

Description of Offense/Violations	Sanction/Fine		
Improper or Unacceptable Conduct	**Chapter**	**Member/Soror**	**Applicant/ Candidate/Pyramid**
A Improper or illegal use of the Sorority's intellectual property (including any derivative of its name, other word marks, logos, symbols, Crest/Seal) **for non-commercial** (does not involve commerce) purposes.	Suspension for 6 Months Fine $250	Suspension for 6 Months Fine $250	Barred for 1 Year from Membership
B Improper or illegal use of the Sorority's intellectual property (including any derivative of its name, other word marks, logos, symbols, crest/seal) for **commercial** purposes, including, but not limited to the manufacture, marketing, and/or sale of paraphernalia without having been granted a license.	Suspension for 2 Years and purchase of license is not granted. Fine $1000	Suspension for 2 Years and purchase of license is not granted. Fine $1000	
C Misuse of Official Sorority symbols, emblems or regalia as described in the latest Protocol and Traditions Manual and/or in the Sorority's Notice Regarding Intellectual Property Use.	Suspension for 6 Months Fine $250	Suspension for 6 Months Fine $250	

Intellectual Property (cont.) **Description of Offense/Violations**	**Sanction/Fine**		
Improper or Unacceptable Conduct	**Chapter**	**Member/Soror**	**Applicant/ Candidate/Pyramid**
D Chapters that use vendors who are "not approved" *i.e.,* have not secured appropriate license from the National Headquarters office, to sell or otherwise market Delta merchandise and/or paraphernalia at sorority functions, events/trade shows.	Suspension for 1 Year Fine $500	Suspension for 1 Year Fine $500	

Section 3: Information and Communications

Publicly displaying any information related to the chapter, chapter members and any member of Delta Sigma Theta Sorority, Inc. via any form of media such as, but not limited to, chapter website, Facebook, YouTube, Twitter, LinkedIn, email, etc. is prohibited. All forms of communication must adhere to the official Delta Internet Guidelines.

Description of Offense/Violations		Sanction/Fine		
	Improper or Unacceptable Conduct	**Chapter**	**Member/Soror**	**Applicant/ Candidate/Pyramid**
A	Violations of the Sorority's Technology Guidelines.	Probation for 1 Year Fine $500	Probation for 1 Year Fine $500	Barred for 1 Year from Membership
B	Releasing/disclosing to anyone information from Grand Chapter's roster.	Probation for 1 Year Fine $500	Probation for 1 Year Fine $500	
C	Unauthorized release of chapter membership roster or other proprietary chapter information.	Probation for 1 Year Fine $500	Probation for 1 Year Fine $500	
D	Unauthorized acquisition, disclosure, or distribution of confidential membership or financial information. Improper use of the organization's membership data and information through misuse of proprietary computer software (e.g., Online Dues, Online Registration, or Membership Verification).	Suspension for 3 Years Fine $1500	Suspension for 3 Years Fine $1500	Barred for Life from Membership

Information and Communications (cont.) **Description of Offense/Violations**		**Sanction/Fine**	
Improper or Unacceptable Conduct	**Chapter**	**Member/Soror**	**Applicant/ Candidate/Pyramid**
E Unauthorized access, use, or exporting of electronic proprietary computer software (*e.g.,* Online Dues, Online Registration, Membership Verification) via any method.	Suspension for 1 Year Fine $500	Suspension for 1 Year Fine $500	
F Origination or circulation of any false or misleading information, obscene language, or patented material that violates or is contrary to the Internet Guidelines.	Suspension for 5 Years Fine $2500	Suspension for 5 Years Fine $2500; or Expulsion	Barred for Life from Membership

Information and Communications (cont.) **Description of Offense/Violations**		**Sanction/Fine**		
	Improper or Unacceptable Conduct	**Chapter**	**Member/Soror**	**Applicant/ Candidate/Pyramid**
G	Use of social media (such as chat rooms, Twitter, Facebook, Instagram, TikTok, YouTube and other virtual conversation media*) to defame, slander, or otherwise embarrass/humiliate: • A soror, chapter, applicant/pyramid/candidate • The Sorority, other groups or organizations **Includes, but is not limited to, pictures, language, words, videos, images of any kind, etc.*	Suspension for 5 Years Fine $2500	Suspension for 5 Years Fine $2500; or Expulsion	Barred for Life from Membership
H	Use of mass communication (*e.g.,* email, listserv groups, chat rooms, Twitter, Facebook) to disseminate and discuss confidential information such as decisions made at chapter meetings, and voting on candidates (for membership intake and/or chapter offices).	Suspension for 1 Year Fine $250	Suspension for 1 Year Fine $250	Barred for 3 Years from Membership
I	Unauthorized recording (audio or visual) without expressed approval of those being recorded.	Suspension for 3 Years Fine $1500	Suspension for 3 Years Fine $1500	Barred for 3 Years from Membership

Section 4: Ethical Responsibility

All sorors are expected to uphold the highest ethical standards, including, but not limited to, those standards set forth in the Code of Ethics that is encompassed in this Code of Conduct. The responsibility to act ethically means that sorors will at all times display integrity, act respectfully towards other sorors, and faithfully follow the tenets of this Code of Conduct.

Description of Offense/Violations		Sanction/Fine		
Improper or Unacceptable Conduct		**Chapter**	**Member/Soror**	**Applicant/ Candidate/Pyramid**
A	Refusal to cooperate with investigations, including but not limited to, failing to provide, destroying, or hiding information during an investigation of a violation.	Suspension for 3 Years Fine $1500	Suspension for 3 Years Fine $1500	Barred for 3 Years from Membership
B	Any egregious act offensive to the Sorority that defames the Sorority or another soror including, but not limited to, engaging in acts of violence, and/or distributing, or accessing pornography through Delta systems.	Charter Revocation	Expulsion	Barred for Life from Membership
C	Exposure of Delta Secrets and confidential documents intended solely for members of Delta Sigma Theta.	Suspension for 5 Years Fine $2500	Suspension for 5 Years Fine $2500	Barred for Life from Membership

Ethical Responsibility (cont.) Description of Offense/Violations		Sanction/Fine		
Improper or Unacceptable Conduct		**Chapter**	**Member/Soror**	**Applicant/ Candidate/Pyramid**
D	Accepting/giving gifts and/or items to any person(s), from any person(s) at any point in time for the purpose of gaining acceptance, special treatment and/or access to membership into the Sorority.	Suspension for 3 Years Fine $1500	Suspension for 3 Years Fine $1500	Barred for 3 Years from Membership
E	Influencing or attempting to influence another person to violate the Code of Conduct.	Suspension for 3 Years Fine $1500	Suspension for 3 Years Fine $1500	Barred for 3 Years from Membership
F	Misuse of Sorority's letterhead.	Suspension for 6 Months Fine $250	Suspension for 6 Months Fine $250	
G	Unauthorized use of College or University records or properties.	Suspension for 3 Years Fine $1500	Suspension for 3 Years Fine $1500	Barred for Life from Membership
H	Failure to adhere to guidelines of the Code of Conduct while suspended or on probation.	Charter Revocation	Expulsion	

Ethical Responsibility (cont.) **Description of Offense/Violations**	**Sanction/Fine**		
Improper or Unacceptable Conduct	**Chapter**	**Member/Soror**	**Applicant/ Candidate/Pyramid**
I. Repeated violations of the Code of Conduct for the same violation	Suspension for 5 Years, Fine $2500; or Charter Revocation	Suspension for 5 Years, Fine $2500; or Expulsion	
J. The violation of a Cease & Desist or sanction directive	Probation for 6 Months, Fine $500; or an additional 6 Months, Fine $500 to the Sanctioned levied	Probation for 6 Months, Fine $250; or an additional 6 Months, Fine $250 to the Sanctioned levied	

Section 5: Fiduciary Responsibility

Fiduciary responsibility means the duty of care and loyalty that each fiscal officer has to the local chapter and to Grand Chapter. The fiscal officers must operate under fiscal policy that ensures appropriate internal controls are in place to safeguard and account for the chapter's assets. Failure to have and follow good internal control procedures is a violation of the Sorority's Code of Conduct.

Description of Offense/Violations	Sanction/Fine		
Improper or Unacceptable Conduct	**Chapter**	**Member/Soror**	**Applicant/ Candidate/Pyramid**
A Failure to perform the duties of a fiscal officer as outlined in the Chapter Management Handbook, Fiscal Officers Manual, Chapter Policies and Procedures and other Governing documents, administrative resources and tools of the Sorority.		Removal from office and prohibited from serving as a fiscal officer in any capacity in Delta for the current term and the ensuing term Fine $500	
B Failure to submit the Annual Financial Report and Federal Income Tax Group Return Authorization form by the required deadline: Due August 31st each year	Probation for 1 year and Required DID: Fiscal Management May be subject to $20 a day fine from the Internal Revenue Service (IRS). Additional penalties may be assessed by the IRS at $10 per day up to a maximum of $5,000 for not filing return.		

Fiduciary Responsibility (cont.) **Description of Offense/Violations (cont.)**	**Sanction/Fine**		
Improper or Unacceptable Conduct	**Chapter**	**Member/Soror**	**Applicant/ Candidate/Pyramid**
B. *Continued*	Chapter will be eliminated from Grand Chapter's Group exemption, which will require the chapter to deal directly with the IRS. Could prompt an IRS examination of the chapter's books and records		
C Failure to submit Annual Audit Report (IAR-1 Form):			
• By the required deadline (August 31st)	Fine $200		
• 30-90 days after the required deadline	Fine $300		
• More than 90 after the required deadline	Suspension for 6 Months Fine $500		

Fiduciary Responsibilities (cont.) **Description of Offense/Violations**	**Sanction/Fine**		
Improper or Unacceptable Conduct	**Chapter**	**Member/Soror**	**Applicant/ Candidate/Pyramid**
D Failure to follow Grand Chapter's financial policies and procedures that may or may not result in loss or misappropriation of Sorority funds.		Suspension for 2 years Fine $1,000 Removal from office and ineligible for election to any National, Regional, or chapter office	
E Theft, fraud, embezzlement of funds, destruction of property of others, or the aiding and abetting of these acts.		Referred to local, state or federal law enforcement authorities Suspension for 10 years Fine $5,000 plus Restitution; Removal from office and ineligible for election to any National, Regional, or chapter office or Expulsion	

Section 6: Dereliction of Duties

Dereliction of duties is the willful or negligent failure to perform assigned duties and responsibilities as outlined in the Governing documents, administrative resources and tools.

Description of Offense/Violations	Sanction/Fine		
Improper or Unacceptable Conduct	**Chapter**	**Member/Soror**	**Applicant/ Candidate/Pyramid**
A Not conducting/participating in a Transition of Officers process (transitioning all properties at end of term, in a timely matter. *i.e.*, bank codes, keys, etc.).		Required DID: Chapter Management Fine $250	
B Failure to perform the duties of the office or position to which you have been elected, including elected officers, committee chairs, and committee members.		Suspension for 3 Years and removal from office Fine $1500	
C Failure to perform the duties of the office or position to which you have been appointed, including appointed officers, committee chairs, committee members, and advisors.		Removal from office or position	
D Failure to follow directives given by the National President, National First Vice President and/or the Regional Director.		Suspension for 3 Years and removal from office Fine $1500	

Section 7: Inappropriate Behavior

Inappropriate behavior includes public and personal behavior or actions that are not representative of the ideals, principles and ethics of the Sorority and that damage the goodwill or reputation of the Sorority or damage or injure another person. Such behavior and actions include, but are not limited to those delineated below.

Description of Offense/Violations	Sanction/Fine		
Improper or Unacceptable Conduct	**Chapter**	**Member/Soror**	**Applicant/ Candidate/Pyramid**
A Fighting (Except in matters of self-defense)		Suspension for 3 Years Fine $1500	Barred for 3 Years from Membership
B An assault that attacks the character of another member or person.		Suspension for 3 Years Fine $1500	
C Verbal abuse: threats, foul or demeaning language that is aggressive and insulting and/or is delivered in a hostile tone and/or volume.		Suspension for 1 Year Fine $500	Barred for 1 Year from Membership
D Forgery, falsification, cheating, alteration or misuse of Delta documents, records or identification cards.		Suspension for 5 Years Fine $2500	Barred for 5 Years from Membership
E Fraudulent acts such as dishonesty, false representation by words or conduct, misleading statements, concealment of information, deception.		Suspension for 3 Years Fine $1500	Barred for 3 Years from Membership

Inappropriate Behavior (cont.) **Description of Offense/Violations**		**Sanction/Fine**	
Improper or Unacceptable Conduct	**Chapter**	**Member/Soror**	**Applicant/ Candidate/Pyramid**
F Accepting/giving gifts and/or items to any person(s), from any person(s) at any point in time for the purpose of gaining acceptance, special treatment and/or access to membership into the Sorority.		Suspension for 3 Years Fine $1500	Barred for 3 Years from Membership
G Disorderly/Disruptive Conduct that disturbs the peace such as public drunkenness, loitering, harassing phone calls.		Suspension for 3 Years Fine $1500	
H Any public display that may create embarrassment for the Sorority by a member or soror, including, but not limited to, shows, presentations, social media postings, or performances of any kind.	Suspension for 1 year Fine $1000	Suspension for 1 year Fine $1000	

Section 8: Membership Intake Violations

Violations of the Membership Intake process include improper and unacceptable conduct such as, but not limited to, physical or psychological abuses (which constitute hazing) by individual chapter members before, during, and after the Membership Intake Process, and violation of processes and procedures that are set forth in the Sorority's Governing documents, administrative resources and tools. Such violations are subject to the sanctions that are listed in this Code of Conduct. If a member or soror engages in any improper or unacceptable conduct ***before, during, or after*** the Membership Intake process and/or fails to report such improper conduct to appropriate Sorority officials (Chapter Officers, Regional Officers, National Officers, or National Headquarters, as appropriate in order to get results), she will be suspended or expelled from membership in the Sorority and subject to other sanctions, as specified in this Code of Conduct. If an applicant, candidate, or pyramid participates in any way in improper conduct, including allowing herself to be physically or mentally abused, and fails to report such abuse to appropriate Sorority officials (Chapter Officers, Regional Officers, National Officers, or National Headquarters, as appropriate in order to get results), she will be barred from membership in the Sorority.

Membership Intake Violations **Description of Offense/Violations**		**Sanction/Fine**	
Improper or Unacceptable Conduct	**Chapter**	**Member/Soror**	**Applicant/ Candidate/Pyramid**
A Participation in pre-initiation and/or post initiation activities identified as illegal membership intake and/or underground activities by members, sorors, applicants, candidates, or pyramids (underground is anything that is in addition to or contrary to approved activities).	Suspension for 5 Years Fine $2500	Suspension for 5 Years Fine $2500	Barred for 5 Years from Membership
B Holding meetings/gatherings/information sessions of any kind with a prospective applicant(s), candidates(s) or Pyramids(s) for any reason not approved and/or inconsistent with the procedures of the Membership Intake process.	Suspension for 3 Years Fine $1500	Suspension for 3 Years Fine $1500	

Membership Intake Violations (cont.) Description of Offense/Violations	Sanction/Fine		
Improper or Unacceptable Conduct	**Chapter**	**Member/Soror**	**Applicant/ Candidate/Pyramid**
C Attending unauthorized meetings/gatherings/ information sessions of any kind for any reason before, during and after the Membership Intake Process.			Barred for 3 Years from Membership
D Beginning any Membership Intake preparatory activities without prior written authorization from the Regional Director and/or National Headquarters to proceed with any Membership Intake activities.	Suspension for 1 Year Fine $500	Suspension for 1 Year Fine $500	
E Failure to follow prescribed guidelines of the Membership Intake Program after having been approved to conduct Membership Intake.	Suspension for 3 Years Fine $1500	Suspension for 3 Years Fine $1500	
F Failure to follow prescribed guidelines for the Membership Intake Program New Initiate Presentation (NIP).	Suspension for 6 months Fine $250	Suspension for 6 months Fine $250	

Membership Intake Violations (cont.) Description of Offense/Violations		Sanction/Fine	
Improper or Unacceptable Conduct	**Chapter**	**Member/Soror**	**Applicant/ Candidate/Pyramid**
G Failure to report orally and/or in writing the knowledge of any action in violation of the Membership Intake Program (had knowledge of violation(s) but was not present at activities).		Suspension for 1 Year Fine $500	Barred for 1 Year From Membership
H Forgery, falsification, cheating, alteration or misuse of any materials required for membership into the Sorority.	Suspension for 5 Years Fine $2500	Suspension for 5 Years Fine $2500	Barred for 5 Years from Membership
I Activities found in violation of policies, rules and regulations, in which sanctions are levied by the college or university where the chapter is located.	Suspension for 10 Years Fine $5000; or Charter Revocation	Suspension for 10 Years Fine $5000; or Expulsion	Barred for Life from Membership
J Any public display that may create embarrassment for the Sorority by a member, soror, applicant, candidate or pyramid, including, but not limited to shows, presentations, social media postings or performances of any kind.	Suspension for 1 Year Fine $1000	Suspension for 1 Year Fine $1000	Barred for 3 Years from Membership

Membership Intake Violations (cont.) **Description of Offense/Violations**	**Sanction/Fine**		
Improper or Unacceptable Conduct	**Chapter**	**Member/Soror**	**Applicant/ Candidate/Pyramid**
K Failure to comply with the Sorority's approved Alcohol and Illegal Drug Usage policy	Probation for 6 Months, Required training on Alcohol and Illegal Drug Usage policy, No alcohol events for 1 year, Fine $500	Probation for 6 Months, Required training on Alcohol and Illegal Drug Usage policy, Fine $250	Barred for 1 Year from Membership

Section 9: Hazing

Hazing is an abusive or humiliating action that endangers the psychological or physical health of a member, soror, applicant, candidate or pyramid, including but not limited to, the conduct enumerated below.

Description of Offense/Violations	Sanction/Fine		
Improper or Unacceptable Conduct	**Chapter**	**Member/Soror**	**Applicant/ Candidate/Pyramid**
A ***Physical Hazing*** such as paddling, beating, slapping, kicking, pushing, blindfolding, sleep deprivation, exercise of any kind, duck-walking, tearing of clothes, disrupting hair styles, damaging hair, consuming alcohol, forcing the use of drugs and/or alcohol, eating so-called "Delta Food", eating of any substances, restricting personal hygiene, consuming vile substance or smearing of such on one's skin, burning, branding, and/or bruising of skin, binge drinking, drinking games, displaying nudity with physical endurance, creating excessive fatigue, water intoxication, exposure to cold weather or extreme heat, etc. Any member, soror, applicant, candidate or pyramid who participates in any way in physical hazing and does not report it to the Regional Director is in violation and shall be sanctioned.	Charter Revocation and Prosecution as deemed by State Law	Expulsion and Prosecution as deemed by State Law	Barred for Life From Membership

Hazing (cont.) **Description of Offense/Violations**	**Sanction/Fine**		
Improper or Unacceptable Conduct	**Chapter**	**Member/Soror**	**Applicant/ Candidate/Pyramid**
B ***Emotional Hazing*** such as deception, assigning demerits, silence periods with implied threats for violation, depriving one of privileges, requiring applicants, candidates, pyramids or new members to perform duties not assigned to others, socially isolating applicants, candidates, pyramids and new members, forcing others to wear embarrassing or humiliating clothes in public, name calling, coercing others to perform stunts or skits that are demeaning or humiliating, demanding servitude such as shopping, cooking, and test taking for others. Any member, soror, applicant, candidate, or pyramid who allows emotional hazing and does not report it to the Regional Director is in violation and shall be sanctioned.	Suspension for 5 Years Fine $2500; or Charter Revocation	Suspension for 5 Years Fine $2500; or Expulsion	Barred for 5 Years from Membership
C ***Travel or Work*** such as a road trip that would require a member, soror, applicant, candidate or pyramid to travel extreme distances or under hazardous conditions.	Suspension for 5 Years Fine $2500; or Charter Revocation	Suspension for 5 Years, Fine $2500; or Expulsion	Barred for 5 Years from Membership
D ***Gift Presentations*** - To require or cajole the giving of gifts from new initiates to the chapter or chapter member(s) is prohibited as it is not specifically stated in the Membership Intake Program. Additionally, any presentation to any fraternal or Greek organizations is also in violation of the Membership Intake Program.	Suspension for 3 Years or Fine $1500	Suspension for 3 Years or Fine $1500	Barred for 3 Years from Membership

Hazing (cont.) **Description of Offense/Violations**	**Sanction/Fine**		
Improper or Unacceptable Conduct	***Chapter***	**Member/Soror**	**Applicant/ Candidate/Pyramid**
E. ***Failure to Report Hazing*** activities in writing whether you were present or not present.	Suspension for 1 Year Fine $500	Suspension for 1 Year Fine $500	Barred for 1 Year from Membership
F. ***Refusal to cooperate*** or being non-responsive to inquiries regarding investigations.	Suspension for 3 Years Fine $1500	Suspension for 3 Years Fine $1500	Barred for 3 Years from Membership
G. ***Failure to Report Participation and/or Attendance*** of a member or soror at any non-Delta activity where hazing takes place.	Suspension for 1 Year Fine $500	Suspension for 1 Year Fine $500	

Section 10: Lawsuits

A person has a legal right to press charges against any entity for any reason; however, only through a court of law can a case be deemed a frivolous suit. In some cases, legal lawsuits are brought against the Sorority after evidence has been reviewed and presented by the appropriate sorority committees; whereas the plaintiff still deems it necessary and appropriate to move the proceedings forward. Additionally, some cases are brought forward in bad faith by either the soror, applicant, candidate, or pyramid for the purpose of harassing the Grand Chapter, one of its chapters, its National Officers, and/or National Board of Director members. These lawsuits cost the Grand Chapter, its chapters, or its National Officers unnecessary financial hardship that ultimately may be borne by the entire Sorority.

Description of Offense/Violations	Sanction/Fine		
Improper or Unacceptable Conduct	**Chapter**	**Member/Soror**	**Applicant/ Candidate/Pyramid**
A Members/sorors who file a lawsuit against the Grand Chapter of the Sorority, any of its chapters, or any of its National Officers or National Board of Director members that is deemed frivolous by a court of law.		Suspension for 3 Years and Responsible for all defendant's attorney fees	
B Applicant(s), candidate(s), and pyramid(s) who file a lawsuit against the Grand Chapter of the Sorority, any of its chapters, or any of its National Officers or National Board of Director members that is deemed frivolous by a court of law.			Barred for 3 Years from Membership and Responsible for all defendant's attorney fees.

BINDING ARBITRATION

BINDING ARBITRATION PROCEDURES

Pursuant to Article XIV of Delta Sigma Theta Sorority, Incorporated's *Constitution and Bylaws* these procedures detail the process to be followed by any member, soror or chapter who seeks redress from the Sorority arising out of, or relating to, any Sorority activity or transaction.

Disciplinary matters involving members, sorors or chapters are not ripe for arbitration adjudication until the exhaustion of the three-level Delta Sigma Theta Sorority, Inc. adjudication process. If a disciplinary appellant is not satisfied with the disposition from the Level III Appeal process, the appellant may request arbitration. Arbitration requests shall be made in writing and submitted no later than 30 calendar days of receipt of the Level III Appeal decision. Arbitration requests shall be forwarded to Delta Sigma Theta Sorority, Incorporated, Attn: Arbitration, Membership Department, 1707 New Hampshire Avenue, NW, Washington, D.C. 20009.

Members, sorors or chapters seeking redress for non-disciplinary disputes, conflicts, claims and/or causes of action shall submit a request for arbitration by written communication. The Arbitration requests shall be forwarded to Delta Sigma Theta Sorority, Incorporated, Attn: Arbitration, Legal Department 1707 New Hampshire Avenue, NW, Washington, D.C. 20009.

The arbitration shall be administered by the American Arbitration Association (AAA) or JAMS, the world's largest private alternative dispute resolution(ADR) provider, preferably the District of Columbia location. Delta Sigma Theta Sorority, Incorporated shall designate the arbitration administrator. The arbitrations shall be conducted under the terms of the Federal Arbitration Act 9 U.S.C.& 1. et seq., and the current Commercial Arbitration Rules of the AAA. Delta shall designate the administrator of the arbitration not later than 45 calendar days of receipt of the written request for arbitration. Within 30 calendar days of the designation of the arbitration administrator, a mutually agreed upon arbitrator shall be designated.

Within 14 calendar days after the parties have mutually agreed upon the arbitrator, the selected arbitrator shall contact Delta Sigma Theta Sorority, Incorporated, and the complainant/appellant for the purpose of scheduling a mutually agreeable hearing date. If, within 14 calendar days of the date the arbitrator is first contacted to schedule a mutually agreeable date(s) for the hearing, the arbitrator is unable to determine a mutually agreeable date, the arbitrator shall, set a hearing date to occur within 45 calendar days from the date that the panel of arbitrators were selected. If the arbitrator is not available within the 45 calendar days, subject to the concurrence of the parties, the arbitration may be convened at the first date(s) of the arbitrator's availability. If the parties do not concur with a date beyond the 45 days another arbitrator shall be designated to convene the arbitration.

At least 15 calendar days prior to the hearing, the arbitrator shall convene the parties for a prehearing conference, in person, telephonically or virtually, to discuss possible settlement and means of expediting the hearing. During this conference, the parties will discuss the issue(s) and reduce them to writing, exchange witness lists, determine whether any facts can be stipulated, and determine whether any documents or exhibits can be authenticated. The arbitrators shall ensure that this discussion does not prejudice which witnesses are called to testify.

The hearing, or any portion thereof, may be conducted in person, telephonically or virtually with the agreement of the parties or at the discretion of the arbitrator. During the hearing, the arbitrator shall consider evidence and material relevant to the dispute, giving the evidence such weight as is appropriate. The panel of arbitrators may limit testimony to exclude evidence that would be immaterial or unduly repetitive, provided that all parties are afforded the opportunity to present material and relevant evidence.

The arbitrator may issue a bench decision at the hearing. If a decision is not issued at the conclusion of the hearing, the arbitrator shall render a decision as quickly as possible but, not later than 30 calendar days after the official conclusion of the hearing, unless the parties mutually agree to extend the time limit. The decision of the trial arbitrator may be appealed to an appellate arbitration panel.

Appeal of the trial arbitrator's decision shall be made in writing and submitted no later than 14 calendar days of receipt of the decision of the trial arbitrator. Disciplinary related appeals shall be forwarded to Delta Sigma Theta Sorority, Incorporated, Attn: Arbitration Appeal, Membership Department, 1707 New Hampshire Avenue, NW, Washington, D.C. 20009. Non-disciplinary related appeals shall be forwarded to Delta Sigma Theta Sorority, Incorporated, Attn: Arbitration Appeal, Legal Department 1707 New Hampshire Avenue, NW, Washington, D.C. 20009. If the decision is not appealed within 14 calendar days of the trial arbitrator's final order, the decision shall become final and binding upon all parties.

The three-member appellate arbitration shall be administered by the previously designated arbitration administrator. Delta Sigma Theta Sorority, Incorporated shall request the administrator to designate the appellate arbitration panel within 45 calendar days of receipt of the written request for appeal of the trial arbitration. The appellate arbitration panel shall be selected within 15 business days of Delta Sigma Theta Sorority, Incorporated's notification and request of the arbitration administrator to designate a three-person appellant panel. No person shall serve as an appellate arbitrator in any dispute in which that person is precluded from serving under the applicable code of ethics governing the appointment of arbitrators.

The appellate arbitration panel may review an arbitration decision for legal sufficiency only and may reverse the trial arbitration decision on that basis only. The decision of the appellate arbitration panel shall be final and binding on all parties. Judgment upon an award rendered by the trial arbitrator or the appellant arbitration panel may be entered in any court having jurisdiction.

At the trial and appellant level, each party is individually responsible for paying the attorney fees and costs of all attorneys retained by the party. Further, each party is individually responsible for paying fifty (50) percent of the expenses associated with arbitration at the trial or appellant level of arbitration.

NATIONAL SCHOLARSHIP & STANDARDS COMMITTEE

Cheryl A. Hickmon,
National First Vice President and Chair

Beverly E. Smith, *National President and CEO*
Diamond Compton, *National Second Vice President*

Angela Chin	Collegiate Member
Sue E. Wilson	Central Region
Marie-Carmel Durandisse Pressley	Eastern Region
Robin P. Fisher	Farwest Region
Brittani N. Blackwell	Midwest Region
Pamela M. Lewis	South Atlantic Region
Amaris L. Johnson	Southern Region
Margaret Turner Carrigan	Southwest Region

NATIONAL HEADQUARTERS STAFF

Noelle C. Bonham	Director, Member Policies and Procedures
Shontel Rogers Hawkins	Coordinator, Member Policies and Procedures
Taryn E. Anthony	Coordinator, Internal Policies and Procedures
Amanda L. Sargent	Specialist, Internal Policies and Procedures

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