

# Zeta Beta Tau

*A Brotherhood of Kappa Nu, Phi Alpha, Phi Epsilon Pi, Phi Sigma Delta, Zeta Beta Tau*

## **Semiannual Brotherhood Review Vote (SBRV) Process**

The Semiannual Brotherhood Review Vote (SBRV) is a required procedure for every chapter to determine if each brother is maintaining his responsibilities and obligations as a brother of Zeta Beta Tau. Those brothers who are determined by a vote of over 50% to not be maintaining their responsibilities are expelled from ZBT.

### **The Rules**

- The SBRV meeting is a mandatory meeting.
- All brothers are voted upon, regardless of their attendance at the meeting, in order of seniority: seniors first, freshmen last.
- Voting is conducted by secret ballot.
- Only brothers in good standing at the time of the meeting are eligible to vote. There is no voting by proxy or via the telephone.
- The brother being voted on can speak on his own behalf, if he so chooses. Those comments may be limited, for all brothers, to a certain time period by the Chapter President. No debate is allowed.

### **Scheduling**

- Schedule the SBRV near the end of each academic term, at a time when all brothers can be in attendance. Do not schedule it during exams, other major chapter activities or events, or important campus activities or events.
- Include the date, time and location of the vote in the chapter's schedule as early as possible. Announce the meeting details at least four meetings prior to the vote.
- The Operations Director should send brothers a written notice at least one week prior to the vote. All notices should include the date, time and location for the vote.

### **Controlling the Process**

- During the SBRV, each brother should weigh the actions of other brothers against the Brotherhood Quality Standards.
- At times, some may try to use the SBRV to launch personal attacks and vilify certain individuals or groups within the chapter. Such actions are contrary to the purpose of the SBRV, during which the highest ideals of Brotherhood are to be observed.
- If allowed to occur, personal remarks and attacks will destroy the integrity of the process and may cause psychological injury to those who are the victims of such remarks. The Chapter President must prevent such attacks from occurring.
- When such remarks enter into the discussions, the President should confront those engaging in such conduct and request that they stop. If the offending brother(s) continue to engage in personal attacks, the Chapter President must insist that they leave the meeting.

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## Monitoring of Brotherhood Quality Standards

- The Operations Director is responsible for recording compliance with the chapter's standards.
- He compiles and maintains a record of how each brother has or has not fulfilled the Brotherhood Quality Standards. This information should be available during the SBRV process.

## Agenda

- I. Opening Remarks (in the Gold Book)
- II. Conduct the Vote
- III. Good & Welfare
- IV. Adjournment

## Following the Vote

- Immediately after the meeting is over, the Executive Board meets in private to count the ballots. When a member of the Executive Board is brought up, he is excused from the room until his votes are counted.
- When counted, each brother's ballots should be put into a sealed envelope and securely stored in a place accessible only by the President, Operations Director and Advisor.
- Each member of the Executive Board present for the vote counting should sign the envelope.
- Ballots may be destroyed only after 120 days from the date of the vote, or until expulsion appeals have been decided upon.

## Handling Expulsions

Should one or more brothers be expelled, the President, accompanied by another chapter officer, must meet with those men individually. This meeting should be held within 24 hours of the vote, using this general outline for the flow of the meeting:

- I. Result of the vote
- II. Expression of President's concern for the expelled brother
- III. Discussion of alternate housing arrangements, if necessary
- IV. Return of deposits, etc., as necessary

**IMPORTANT:** If you have made at least three attempts to set up a personal face-to-face meeting with the expelled man and have been unsuccessful, you must, within 24 hours of the vote, send him an email, copying the chapter advisor (or [zbt@zbtnational.org](mailto:zbt@zbtnational.org) if your chapter does not have an advisor) advising him of the chapter's decision, documenting your attempts to organize a face-to-face meeting and his right to appeal.

Several pointers for handling this sensitive conversation include the following:

- Telling someone they are no longer wanted is not easy. The conversation should be handled in as humane a manner as possible, even if the President has a personal dislike for the individual.
- Remember that this is very painful news to receive and the self-esteem of the individual very deeply. Not only does it have personal ramifications, but also the individual will probably be very concerned about external appearances to others on campus and to his family.

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- Begin by telling the expelled man that you are meeting with him as a result of the Semiannual Brotherhood Review Vote. This already tells him the result of the vote.
- State that it is apparent that his brothers, through his deeds or lack of action, have judged him and that the decision has been reached to expel him from the Fraternity.
- Wait for his reaction.
- The initial reaction will likely either be disbelief or anger. In any case, since you cannot change the results, allow him the opportunity to vent.
- He may be abusive; if so, do not return the hostile or negative comments as they will only inflame the situation and hurt him more.
- Maintain an attitude of calm understanding, letting him know that you are now prepared to help him deal with his separation from the Fraternity.
- He may request to examine the ballots (allow him to do so). Ask him how you might facilitate his departure so as to save him any embarrassment in front of others. If he is angry, let him express it. It is better he vents during his meeting with you than after he leaves the room.
- If he leaves in a furious state, he could attempt to seek retribution from those whom he believes voted against him. He could also cause property damage and you must be prepared for this (including making him pay from his deposits that you hold for any damages).
- After the anger and frustration, you can expect an attitude of denial. At this point, it is important to remain insistent on the results of the vote. Be consistent and kind, but do not waiver. Depression and hurt usually follow denial, which is then followed by acceptance of the inevitable.
- The expelled man will not necessarily go through all these stages during your meeting, as it may take weeks for the emotional process to conclude.
- Be kind and at least defuse the immediate anger and be prepared for any consequences to other Brothers or the Chapter's property.
- If the anger and/or depression continue, suggest that he seek professional counseling. It is at this point that you should discuss the logistical handling of the expulsion.

## **Certification of SBRV**

- Complete the certification form to the ZBT International Headquarters within one week of the vote and submit it through Vault or the Standards of Excellence portals.
- This form is accessible in the myZBT Resource Center or by emailing [zbt@zbtnational.org](mailto:zbt@zbtnational.org).