

**Vice-President:** the Vice-President has the following duties:

1. Presiding during the absence of the President
- \*\* 2. In charge of pledge activities
3. Plans initiation ceremony and makes all related arrangements
4. Coordinates with Corresponding Secretary and President to ensure that all forms are properly sent to Headquarters (new member forms, election of officers, etc.)
5. Initiating new members at initiation ceremony each semester
6. Other duties as delegated by President