

**Alpha Kappa Chapter  
of  
Phi Kappa Sigma Fraternity**



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**THE BY-LAWS  
OF  
THE ALPHA KAPPA CHAPTER  
OF  
PHI KAPPA SIGMA FRATERNITY**

Last Amended: 15<sup>th</sup> February 2017  
Under Alpha Andrew D. Tyndall

## **ARTICLE I. PREAMBLE**

### **Section 1 – Name of This Document**

This document and all amendments and alterations shall be known as The By-Laws of the Alpha Kappa Chapter of Phi Kappa Sigma Fraternity.

### **Section 2 – Power of This Document**

This document supersedes all previous By-Laws of the Alpha Kappa Chapter and, next to the Constitution and Acts of Phi Kappa Sigma Fraternity as well as any regulations set forth by the University of Alabama, is the ruling instrument of the Alpha Kappa Chapter.

### **Section 3 – Amendments and Suspensions of This Document**

- A) All members shall be notified of any proposed amendment to the By-Laws at least one week prior to the Chapter meeting at which the proposed amendment is brought before the Chapter for a vote. Acceptable forms of notification include email, a post on a private, web-based chapter discussion board, as well as an announcement at the end of a Chapter meeting. If an amendment is announced at a Chapter meeting it may not be voted on until the following meeting, as stated above.
- B) All proposed amendments to these By-Laws, when presented to the chapter for a vote, must be called to a discussion and vote by an active member with one second. The proposed amendment(s) will only be considered passed if two-thirds of the members at the meeting vote in favor for the amendment(s), with quorum being present.
- C) The By-Law Revision Committee must adhere to the procedure outlined in *Article I Section 3B* when noting any changes to these By-Laws.
- D) These By-Laws are not meant to be suspended except for unusual circumstances. The Chapter may suspend By-Laws that deal with time only if there is a time-sensitive issue. The Chapter may also suspend any By-Law that may cause the Chapter an extreme financial burden. No By-Law may be suspended out of sheer inconvenience. A By-Law may be suspended by a four-fifths vote of the voting members at a Chapter meeting, with quorum present. No suspension of any By-Laws may supersede the Constitution and Acts of Phi Kappa Sigma Fraternity.

### **Section 4 – Filing of This Document**

This instrument shall be officially set down in four dated copies, one original and three duplicates. These printed copies shall be signed by the Alpha and Sigma. These copies shall be numbered and designated to the following:

1. Official Copy – Chapter Room File
2. Alpha
3. Sigma
4. Chapter Advisor

The Official Copy shall be maintained as a master copy for reference purposes and may not be removed from the Chapter Room File.

## **Section 5 – Definitions of Terms Used in This Document**

Unless expressly stated otherwise, the following terms used in this document shall be defined as follows:

1. The Fraternity – Phi Kappa Sigma Fraternity.
2. The University – The University of Alabama.
3. IFC – The University of Alabama Interfraternity Council.
4. The Chapter – The Alpha Kappa Chapter of Phi Kappa Sigma.
5. Executive Board – The advisory council composed of the Alpha, Beta, Pi, Tau, Iota, Phi, Psi, Sigma, and Upsilon.
6. Office – The delegation of powers to, and duties expected from, a member of the chapter. Offices and their requirements are outlined in *Article IV*.
7. Officer – An active member of the Chapter who has been elected or appointed to fill an Office and who has been duly installed.
8. Rushee – A person expressing interest in joining the Fraternity.
9. Bid – A formal offer, given to a rushee, to join the Fraternity and begin the new member process.
10. Minutes – The official record of the proceedings of all Chapter meetings as recorded by the Sigma.
11. Constitution and Acts – The Constitution and Acts of Phi Kappa Sigma Fraternity as furnished by the Grand Chapter.
12. Housing Contract – The agreement between individual members of the Chapter and the Housing Corporation.
13. Standards Board – The committee which is responsible for all judiciary affairs of the Chapter. See *Article V Section 2*.
14. Mitchell Chapter Standards – Abbreviated MCS

## **ARTICLE II. MEMBERSHIP**

### **Section 1 – Non-Discrimination Clause**

In accordance with Phi Kappa Sigma International Fraternity policy, Membership in the Chapter shall be open to all students of The University of Alabama, without regard to race, religion, sex, disability, national origin, color, age disability, gender identity or expression, sexual identity, or veteran status; except in cases of designated fraternal organizations exempted by federal law from Title IX regulations concerning dis-crimination on the basis of sex.

### **Section 2 – New Member Process**

A) Extension of a Bid

1. A prospective member will be given a bid at the discretion of the Chi.
2. The rushee shall be given a bid by the Chi if, among the active brothers present at the time, there is not more than a ten percent vote objecting to the extension of a bid.
3. Bids may only be offered to undergraduate students of the University.

B) Expiration of a Bid

1. A bid must be accepted during the semester it is given. For example, if a bid is given to a rushee during the Fall semester, it expires before the following Spring semester.

C) Termination of a New Member

1. After the mid-way point of the new member process, a special session can be called by any member with a two-thirds majority. Active brothers will have the opportunity to propose expulsion of any new members due to egregious circumstances. A secret vote will be taken of the active brothers in which a two-thirds vote of expulsion shall be required.
2. The Iota and New Member Father reserve the right at any time to call for a vote in a regular Chapter meeting to propose the expulsion of a new member due to egregious circumstances. Neither office may call for such a vote more than once per new member unless further offenses require further action.

D) Membership Agreement Form and Fees

1. All New Members must sign and turn in a membership agreement form.
2. All New Members must pay their new member registration and initiation fee along with regular dues.

### **Section 3 – Classes of Membership**

A) New Member

An uninitiated undergraduate student of the University shall be considered a “New Member” if he meets the following criteria:

1. He has accepted a bid at Phi Kappa Sigma.
2. He has fulfilled his financial obligations to the Chapter.
3. He is proving and readying himself through the new member education program.

B) Neophyte

A New Member shall be considered a “Neophyte” if he has completed the new member education program and has proven himself worthy of brotherhood but has not yet been initiated due to the any of the following:

1. He is waiting on the release of his grades, which shall be consulted before his initiation.

2. His grades do not meet the standard set for membership as stated in *Article II Section 4*.
3. He has yet to pay his initiation fee.

A member can remain a Neophyte until the next new member class has completed their new member education, at which point if his grades are unacceptable or he is delinquent in his financial obligations, he will be released from the Chapter and have to complete the new member education again.

C) Good Standing

A member shall be considered in “Good Standing” if he meets the following criteria:

1. He is an initiated member of the Fraternity.
2. He is currently enrolled as an undergraduate at the University.
3. He is not delinquent in his financial accounts with the Chapter at the beginning of the current school semester.
4. He is paying the required dues to the Chapter in full or on payment plan approved by the Tau.

D) Probation

A member shall be considered on “Probation” if he commits any or all of the following infractions:

1. He is delinquent in his financial accounts with the Chapter or not paying on an approved payment plan.
2. He has been put on probation because of judicial action administered by the Standards Board.

Any member that is on probation can be subject to social and fraternal sanctions based on the ruling of the Standards Board as outlined in *Article II Section 5*.

E) Temporarily Inactive Member

Any undergraduate initiated member may request to become a “Temporarily Inactive Member” if for whatever reason he cannot continue to meet the qualifications of a member in good standing as outlined in *Article II Section 3C*. A member will only be granted temporary inactive status for one semester and he must follow the guidelines set in *Article II Section 6A* in order to be granted such status.

F) Disassociated Inactive Member

A “Disassociated Inactive Member” is any undergraduate initiated member that fulfills the following:

1. A member who has failed to honor the commitment to return to active status following the allotted semester as a “Temporarily Inactive Member”

2. A member who chooses to become inactive for a second semester at a later date in time.

G) Special Member Status

Prior to the start of any semester any member in good standing may choose to apply for “Special Member Status” by the completing the guidelines set forth in *Article II Section 6D*. Any member on special member status still retains roster status and maintains their position as a member in good standing.

H) Expelled Member

An initiated undergraduate member is considered an “Expelled Member” if he has committed the following infractions:

1. He is not paying his financial dues.
2. He is delinquent in any financial account with the Chapter.
3. He is put on suspension because of judicial action administered by the Standards Board.

Any member who has committed any of these infractions subsequently forgoes any future eligibility of being an active brother in good standing.

I) Alumnus

An initiated brother of Phi Kappa Sigma shall be considered an “Alumnus” if one of the following are applicable to him:

1. He has graduated from the University without being delinquent in any financial accounts with the Chapter.
2. He has voluntarily forgone any future eligibility of being an active brother and is not delinquent in any financial accounts with the Chapter.

#### **Section 4 – Membership Qualifications and Expectations**

All active brothers of the Chapter are held to the standards outlined in this section.

A) Pledge of Active Status and Membership Agreement

1. All brothers are required to sign a pledge of active status by July 15 and December 1 for the following semester. A break of this contract will require full payment of dues unless a successful appeal to the Standards Board lowers this payment for extreme circumstances.
2. All brothers are required once every year to sign a membership agreement form which will serve as a contract of payment.

B) Academic Expectations

1. All Fraternity brothers are required to maintain a minimum cumulative GPA of 2.5.
2. All brothers will be mandated to adhere to the study hall hour requirements based on the previous semesters GPA as follows:
  - a. 2.69-2.2.....6 hours per week

- b. 2.19-1.8.....8 hours per week
  - c. 1.79-1.0.....10 hours per week
  - d. 0.99-0.0.....14 hours per week
3. Any brother that fails to meet the required hours is eligible to be sent before the Standards Board for judicial action at the discretion of the Phi.

C) Philanthropic Expectations

- 1. All active brothers are required to attend any Chapter associated philanthropic event that is deemed mandatory by the Phi. Any brother that fails to appear at any of such events is eligible to be sent before the Standards Board for judicial action at the discretion of the Phi.
- 2. All active brothers are required to meet a designated amount of service hours based on their classification within the University as outlined below:
  - a. Senior.....6 hours per semester
  - b. Junior.....9 hours per semester
  - c. Sophomore.....12 hours per semester
  - d. Freshman.....15 hours per semester
- 3. Any brother that fails to meet the required hours is eligible to be sent before the Standards Board for judicial action at the discretion of the Phi.

## **Section 5 – Chapter Sanctions Against Members**

A) Probationed Members

Any active member under probationary sanctions of any kind must comply with the following:

- 1. They shall not be allowed to vote in Chapter affairs.
- 2. They are encouraged to participate in recruitment functions. While they are not allowed to vote on prospective new members, their participation is seen as beneficial to the chapter.
- 3. Shall not be allowed to run for elected office or hold an appointed office.
- 4. They shall comply with any further additions but not subtractions to their probation at the discretion of the Standards Board.

B) Temporarily Inactive Members

Any temporarily inactive member shall comply with the following:

- 1. They shall not be allowed at any Chapter meetings or rush events.
- 2. They shall not be allowed to park a vehicle in the Chapter parking lot.
- 3. They shall be permitted to attend certain fraternal functions at the discretion of the Executive Board.

C) Disassociated Inactive Members

Any disassociated inactive member shall comply with the following:

- 1. They shall not be allowed to park a vehicle in the Chapter parking lot.

2. They shall not be allowed to participate in any Chapter social functions or intramurals that are not open to non-members.
3. They shall not be allowed at any Chapter meetings or rush events.

D) Expelled Members

Any expelled member shall comply with the following:

1. They shall not be recognized as members of the Chapter in any official documents.
2. They shall submit themselves to the same restrictions that apply to Inactive Brothers.

E) Alumnus

Any alumni of the Chapter shall comply with the following:

1. They shall not be allowed at any Chapter meetings.
2. They shall not be allowed to park a vehicle in the Chapter parking lot.
3. They shall not be allowed to participate in any Chapter social functions or intramurals that are not open to non-members.
4. They are encouraged to attend Chapter alumni functions.

**Section 6 – Temporarily Inactive and Special Member Processes**

A) Temporarily Inactive Process

The following procedures must be followed in order for a brother to be granted temporarily inactive status:

1. The member requesting temporarily inactive status must submit a written letter addressed to the Executive Board outlining the reasons he is unable to maintain status as a member in good standing as defined in *Article II Section 3C*. Such a letter must be submitted to the Executive Board by July 15<sup>th</sup> or December 1<sup>st</sup> before the upcoming semester.
2. The Executive Board must meet and vote to determine whether the requesting member warrants inactive status for the upcoming semester. The Executive Board must have a simple majority to pass the ruling.
3. The Executive Board must set a deadline for that members return to active status.

Any member that is granted temporarily inactive status must comply with the guidelines set forth in *Article II Section 5B*. Temporary inactive status may only be granted for one semester during a member's undergraduate career.

B) Reactivation Process

The following procedures must be followed in order for a Temporarily Inactive Member to be reactivated:

1. He must notify the Executive Board by July 15<sup>th</sup> or December 1<sup>st</sup> of his intent to return to active status for the upcoming semester.

2. At the next regular meeting, the active body of the Chapter must vote at least three-fourths in favor for the return of the Temporarily Inactive Member.
3. The Temporarily Inactive Member that is requesting reactivation must be free of any prior debts or outstanding expenses to the Chapter.

C) Exceeding Semesters of Inactive Status

In the case where a Temporarily Inactive Member does not return to active status by the deadline agreed upon with the Executive Board, sanctions against said member include but are not limited to the following:

1. Loss of all rights and privileges afforded to an initiated member of Phi Kappa Sigma.
2. Loss of eligibility to be able to participate in any fraternal functions.
3. This member shall be known as a Disassociated Inactive Member and shall be held to the guidelines set forth in *Article II Section 5C*.
4. This member can still be reactivated through the process outlined in *Article II Section 6B*.

D) Special Member Status

Any member in good standing may choose to apply for Special Member Status and may be granted such status through the following:

1. The member must submit a written letter addressed to the Executive Board prior to the start of any semester outlining their reasons to desire Special Member Status.
2. The Executive Board will determine whether said member warrants Special Member Status.
3. The Executive Board will determine what dues and responsibilities the member must continue to uphold depending on the level of their involvement that can be expected in the Chapter during their time of Special Member Status.

## **ARTICLE III. THE CHAPTER MEETING**

Any and all Chapter meetings outlined in the following sections should be held in a designated Chapter Room if made possible by the resources and real estate available to the Chapter. Only initiated members of the Fraternity shall be allowed access into the Chapter Room.

### **Section 1 – The Chapter Room and Chapter Room Conduct**

A) The Chapter Room

1. Any and all Chapter meetings outlined in this article shall be held in a designated Chapter Room if made possible by the resources and real estate available to the Chapter.
2. Only initiated members shall be allowed access into the Chapter Room.

3. If the Chapter does not have the resources to maintain a permanent Chapter Room, the room which meetings are held shall, by all means, be considered the Chapter Room and the guidelines in this section shall be adhered in their entirety during any meeting.

B) Correct Conduct

All members shall adhere to the following guidelines when in the Chapter Room:

1. There shall be no use of inappropriate language in the Chapter while meetings are in session. Language is deemed inappropriate at the discretion of the Theta(s).
2. There shall be no hats or sunglasses worn inside the Chapter Room at any time.
3. No member shall be under the influence of alcohol while meetings are in session. There shall also be no use of any type of tobacco product while meetings are in session.

C) Disorderly Conduct

The Theta(s) shall have the explicit authority to expel a person from a meeting for, in their opinion, actions that are disorderly or disruptive in nature. If the Theta(s) is/are unable to be present or perform the duty during a meeting, the responsibility falls to the presiding officer.

## **Section 2 – The Regular Chapter Meeting**

A) Meeting Day and Time

1. Regular meetings of the Chapter shall be held every Wednesday at 6:30 PM unless otherwise deemed by the Executive Board.
2. No regular meetings shall be held during Recessed Chapter nor during the week of final exams.

B) The Order of Business

All Regular Chapter Meetings shall follow the order of business outlined below. This procedure is taken from *Act VII* of the Constitution of Acts and adapted slightly.

1. Call to order
2. Reading of the prayer by the House Chaplain or Beta or next ranking officer
3. Roll call by the Sigma followed by an account of the present voting body as set forth in *Article III Section 2C*
4. Reading of a section of the Constitution and Acts or Chapter By-Laws
5. Reading of minutes of the previous meeting
6. Communication and letters
7. Proposals and election of New Members
8. Initiation
9. Reports of Officers and Committees
10. Election of Officers

11. Installation of Officers
12. Unfinished business
13. New Business
14. Comments by the Chapter Advisor and/or guest(s)
15. Correction of minutes
16. Second roll call
17. Closing comments
18. Adjournment

When necessary, certain features may be omitted.

C) Account of Voting Body

At the beginning of every regular meeting, immediately following the roll call, the Sigma shall announce the following to the Chapter:

1. The number of active voting members present.
2. Whether quorum is met or not.
3. The number of votes needed to pass a majority vote.
4. The number of votes needed to pass a two-thirds vote.

**Section 3 – Quorum**

A quorum is defined as a simple majority of all active brothers. No action shall be taken to enact governing or taxing legislation at a Chapter meeting at which a quorum is not present.

**Section 4 – Debate and Voting**

A) Debate

If a motion is under debate, the following guidelines shall be adhered to:

1. An active brother shall motion for debate with one second.
2. The Alpha shall allow or deny the motion to debate.
3. If a debate is allowed the Sigma shall set a timer for five minutes and the Chapter shall debate until the time expires.
4. Once time has expired, there can be a motion to extend the debate for another five minutes, the Motion may be called to question by an active brother with one second, or the Motion may be tabled, with two seconds and permission of the Alpha, to be debated again at the next regular meeting.
5. If the Motion is called to question, only those objecting to that Motion may speak once on the pending question. After these brothers have spoken, debate is closed and the vote shall be taken unless a brother motions to reopen debate with two seconds and permission of the Alpha.

For clarity of the above guidelines: the Motion is the policy or action that is under debate and the motion to debate is the act of a single brother requesting permission to open debate.

B) Voting

Only the members present at a Chapter meeting who are considered in good standing as defined in *Article II Section 3C* may be given the privilege to cast a vote on any motion brought before the Chapter. Brothers voting must take one of the following stances on any vote:

1. I – for the motion, this vote is in favor of passing the motion.
2. Nay – against the motion, this vote is not in favor of passing the motion.
3. Abstain – neutral to the motion, this vote shall not be counted for nor against the passing of the motion.

The Sigma shall record all votes, categorizing them by the definitions outlined above.

## **Section 5 – Formal Meetings**

### A) Formal Meeting Process

1. A Formal Meeting shall be called at least once a month at the discretion of the Alpha.
2. All Formal Meetings shall comply with the guidelines set forth in *Article III Section 2* with the exception that the Alpha may change the meeting day and time if needed.

### B) Formal Meeting Dress

All members attending a formal meeting shall to the dress code set forth as follows:

1. Tie
2. Collared Shirt
3. Sports Coat/Blazer
4. Dress Pants
5. Dress Shoes

Any member that does not comply with the dress code shall be removed from the meeting by the Theta(s) and will be considered absent and unexcused.

## **Section 6 – Recessed Chapter**

Recessed Chapter is defined as any time that classes are not in session such as during Fall, Winter, and Spring Breaks as well as the summer semester.

## **Section 7 – Special Meetings**

Special Meetings may be called by the Alpha, unless he has given permission to another ranking officer, provided that all active members of the chapter are contacted and quorum is expected. Special Meetings shall comply with the guidelines set forth in *Article III Section 2B and C*.

## **Section 8 – Parliamentary Authority**

The rules contained in the current edition of Robert's Rules of Order shall govern the Chapter in all cases to which they are applicable and in which they

are not inconsistent with these bylaws and any special rules of order the Chapter may adopt.

## **ARTICLE IV. QUALIFICATIONS, POWERS, AND DUTIES OF OFFICERS AND ADVISORS**

### **Section 1 – Officer Qualifications**

Any brother must adhere to the following guidelines in order to hold any elected or appointed office:

1. He must be a member in good standing as defined by *Article II Section 3C*.
2. He must be able to remain an active brother in good standing for the duration of his term.
3. All terms for all offices shall last the entirety of one year.
4. No active member under Special Member Status may hold an office.
5. No brother shall be placed into an office without his consent.

### **Section 2 – Elections of Officers**

#### **A) Elections**

Elections for elected officers shall be conducted in the following manner:

1. Elections shall occur at the end of every Fall semester
2. Nominations must be taken at the regular Chapter meeting three weeks prior to the beginning of the exam period
3. Elections shall be held two weeks prior to the beginning of the exam period
4. Each office shall be voted on separately and in the following order:
  - a. Alpha
  - b. Beta
  - c. Pi
  - d. Tau
  - e. Theta(s)
  - f. Iota
  - g. Phi
  - h. Psi
  - i. Chi
  - j. Sigma
  - k. Upsilon
  - l. Rho
  - m. Standards Board Members
  - n. House Theta(s)
  - o. Brotherhood Chair
  - p. Health & Wellness Chair
  - q. House Chaplain
5. To be elected to an office a candidate must receive a majority of the votes of all brothers that have eligibility to vote as stated in *Article III Section 4B*.

6. If no candidate receives a majority of the votes, the candidate with the least amount of votes is eliminated and the procedure is repeated until one receives a majority of the votes.
7. In the event that any officer-elect is absent from the meeting at which he is elected, he must be installed as an officer, as described in the Constitution and Acts, at the first regular Chapter meeting at which he is present.

B) Filling Vacancies

In the event of a vacancy of an elected office the following shall take place:

1. The Alpha may select an active brother in good standing to fulfill any duties of the office which require immediate attention until such time as it is feasible to conduct another election.
2. In the case that an officer position is vacated a special election to appoint a permanent replacement will be held at the next Chapter meeting

### **Section 3 – Appointment of Officers**

A) Appointed Officers

All appointed officers are listed below, followed by the office which appoints them:

1. New Member Father – The current Iota
2. I.F.C. Representative – The previous I.F.C. Representative who is leaving office.
3. Website Chair – The previous Website Chair who is leaving the office.
4. Housing Corporation Representative – The previous Housing Corporation Representative who is leaving office.
5. Committee Chairs – The Alpha shall appoint all Committee Chairs unless otherwise stated in these By-Laws.

All appointments shall be approved by the Executive Board before the appointed member takes office.

B) Filling Vacancies

In the event of a vacancy of an appointed office the Alpha may select an active brother in good standing to fulfill any duties of the office which require immediate attention until such time as it is feasible for the Executive Board to select a permanent replacement.

### **Section 4 – Impeachment of Officers**

If a member of the Chapter believes that an elected or appointed officer does not fulfill the qualifications or duties of their office then the officer may be impeached by the following process:

1. A motion in a regular Chapter meeting may be called by any member in good standing to impeach the officer in question.

2. If the motion passes by a majority vote of all active brothers in good standing, the officer must present himself before the Standard's Board as soon as the Standard's Board can allow.
3. The Standard's Board shall make a ruling of whether or not the officer has fulfilled his duties and if he should be removed from office.
4. Once the Standard's Board has decided on a ruling, it shall be reported to the Chapter at the next regular meeting.
5. The decision made by the Standard's Board may be overturned by a two-thirds vote of the Chapter.
6. If necessary, an immediate election shall follow in order to fill the vacant office.

### **Section 5 – Members, Meetings, and Duties of the Executive Board**

The Executive Board shall be the committee which oversees all Chapter operations, is committed to the improvement and success of the Chapter, and ensures the Chapter follows all regulations set forth by these By-Laws as well as the Constitution and Acts of the Fraternity. The Executive Board may also discuss and make recommendations to the Chapter on any item of business pertaining to the Fraternity or its members. Any action taken by the Executive Board may be overridden by a two-thirds majority vote of the Chapter in any regular or special meeting, quorum being present. The Executive Board shall have authority to govern Chapter affairs, including judiciary, financial, administrative, scholastic, and all other pertinent matters, in the absence of the entire Chapter or during the summers when the Chapter does not meet.

#### **A) Members of the Executive Board**

The following officers shall be members of the Executive Board:

1. Alpha
2. Beta
3. Pi
4. Tau
5. Iota
6. Phi
7. Psi
8. Sigma
9. Upsilon

#### **B) Executive Board Meetings**

1. An Executive Board meeting shall be called by the Beta, or ranking officer, on a weekly basis, unless otherwise specified.
2. Any member in good standing may be present at an Executive Board meeting, so long as they remain silent or contribute in a constructive manner. Any member present that the Executive Board determines is detrimental to the meeting may be removed immediately.

#### **C) Duties of the Executive Board**

The Executive Board shall be responsible for the following:

1. It shall be responsible for conducting the general business of the Chapter.
2. It shall ensure that the Chapter adheres to all guidelines set forth by the Constitution and Acts of the Fraternity and these By-Laws.
3. It shall ensure that the Chapter strives to achieve the highest tier of MCS in all categories.
4. It shall review any matters brought before it and decide on a recommendation to present to the Chapter for final decisive action.
5. It shall hear any member in good standing with a proposal that said member brings before the Executive Board at an Executive Board meeting. The Executive Board shall then decide on a recommendation, passed by a simple majority of its members, to bring before the Chapter as a motion that shall be voted on by the Chapter by the methods outlined in *Article III Section 4*.
6. It shall be a medium through which the members of the Executive Board hold themselves accountable to follow the powers and duties given to each respective office.

The Executive Board may not take for themselves any responsibilities specifically endowed to the Chapter general or any officer as outlined in these By-Laws or the Constitution and Acts of the Fraternity.

#### D) Critical Situation

1. In the case of a critical situation, so determined by a two-thirds affirmative vote of the Executive Board members present, the Board shall investigate the situation and recommend a plan to resolve it. A majority vote of Board members present shall constitute a decision on any proposal. The committee shall then bring its recommendation and other possible solutions before the Chapter at a special meeting called for the purpose of dealing with the problem, and the Chapter shall accept the solution or a suitable substitute through a majority of a quorum.
2. If a problem arises during Recessed Chapter, a two-thirds vote of the Executive Board shall constitute a decision to act on the situation immediately.

### **Section 6 – General Duties of All Officers**

All officers shall be held responsible for the following duties:

1. All officers must maintain an officer notebook for recording and retention of files, documents, and notes. At the end of an officer's term, these notebooks shall be passed on to the succeeding officer.
2. Every officer shall write goals for himself at the beginning of his term.
3. All officers shall comply with their respective duties as outlined within the Mitchell Chapter Standards program, as well as these By-Laws.
4. All officers shall possess all the powers and duties granted to them by the Constitution and Act of the Fraternity, as well as those outlined in these By-Laws.

## **Section 7 – Powers and Duties of the Alpha**

The Alpha shall be held accountable for the following:

1. The Alpha shall be responsible for initiating action outside the normal operating procedures of the Chapter, should a situation arise requiring such action.
2. He shall make certain that at least one advisor attends meetings at least once per month during the academic year.
3. He shall ensure that the Chapter conducts brotherhood-building activities at least once per month.
4. He shall ensure that the chapter representative attends all Greek council and I.F.C. meetings throughout the year.
5. He shall ensure, when feasible, that the Chapter has half or more of its members present at all I.F.C. sponsored events.
6. He shall ensure that the Chapter complies with all University policies regarding recruitment, hazing, alcohol, drugs, and risk management.
7. He shall insure that a Chapter representative meets with the Greek advisor at least once per month to discuss their office, Chapter operations, or any other Fraternity and Chapter related topics.
8. He shall ensure the Chapter submits all required information and documentation to the University when requested.
9. He shall appoint the heads to all committees.
10. He shall dissolve all such committees upon completion of their objectives.

## **Section 8 – Powers and Duties of the Beta**

The Beta shall be held accountable for the following:

1. The Beta shall be in charge of supervising all standing committees and temporary committees. The Beta shall compile a committee report for all of the committees which shall then be presented to the Executive Board on a weekly basis.
2. He shall organize all non-standing committees, and at the time of inception of said committees shall state the objectives to be fulfilled.
3. He shall head the MCS Committee.
4. He shall oversee the documentation of officers on their positions for MCS.
5. He shall train the officers on documentation strategy for MCS.
6. He shall assist the Alpha in the day to day monitoring of the Chapter.
7. He shall oversee the maintenance and development of officer notebooks.
8. He shall help facilitate officer retreats and transition.
9. He shall refrain from voting at Executive Board meetings unless his vote is decisive.
10. He shall act as the president of the Executive Board.
11. He shall set and be responsible for calling Executive Board meetings.
12. He shall declare a Formal Chapter meeting at least once a month

### **Section 9 – Powers and Duties of the Pi**

The Pi shall be held accountable for the following:

1. The Pi shall be responsible for maintaining an organized, up-to-date academic file for the use of the Chapter.
2. He shall maintain a record of members who receive a 4.0 grade point average for each semester.
3. He shall schedule and proctor regular Chapter study hours.
4. He shall maintain a record of every member's individual study hours.
5. He shall maintain all Chapter academic resources.
6. He shall have a program to promote scholarship among members such as the A-Team.
7. He shall be responsible for facilitating scholarship opportunities that the Fraternity provides.

### **Section 10 – Powers and Duties of the Tau**

The Tau shall be held responsible for the following:

1. He shall collect all fines levied by the executive board and any other officially recognized bodies.
2. He shall submit, if necessary, to an audit by the Executive Board by the third week of the semester.
3. He shall oversee all fundraising committees assigned to him.
4. He shall update the Chapter as to the balance of all accounts at every meeting.
5. He shall update the Chapter as to the budget for every semester.
6. He shall maintain a posted list of brothers' outstanding balances.

### **Section 11 – Powers and Duties of the Theta(s)**

The Theta shall be held responsible for the following:

1. He shall be responsible for maintaining order in all Chapter meetings according to Robert's rules of order. This includes expulsion of members from Chapter meetings for disorderly conduct according to *Article III, Section 1*.
2. He shall head the Standards Board.
3. He shall take actions in order to minimize the risk of any and all types of damage to the Chapter name, its members, and its reputation.
4. He shall attempt to keep order among brothers, especially at functions where the Chapter is present to the community.

In the event that the Chapter sees fit to elect multiple Thetas, with a maximum being three, the elected officers shall divide the responsibilities mentioned above as they see fit and as equally as possible.

### **Section 12 – Powers and Duties of the Iota**

The Iota shall be held responsible for the following:

1. He shall supervise all New Members being thereby for their conduct and attendance at such times as the Chapter shall require.
2. He shall make sure that, by the time of their Initiation, the New Members are properly educated using the Pillars program.
3. He shall be responsible for appointing the New Member Father.
4. He shall have charge of preparations for and execution of the Initiation ceremony.
5. He shall see that all brothers are present for mandatory initiation functions and shall submit a list of those failing to show up to the Standards Board.
6. He shall see that the proper Big Brothers are assigned to each New Member.
7. He shall see to the education of all brothers in the secrets and history of the Fraternity.

### **Section 13 – Powers and Duties of the Phi**

The Phi shall be held responsible for the following:

1. The Phi shall take charge of all philanthropy events and be responsible for all subsequent hours the Chapter earns.
2. He shall act as the liaison between the Chapter and all volunteer organizations.
3. He shall take charge of the Chapter's annual Leukemia and Lymphoma event.
4. He shall be in charge of monitoring community service hours.
5. He shall be in charge of documenting community service hours and events for MCS.

### **Section 14 – Powers and Duties of the Psi**

The Psi shall be held responsible for the following:

1. He shall submit a list of social functions and a budget for the upcoming semester to the Tau before two weeks prior to the first regular Chapter meeting of the semester.
2. He shall organize and coordinate recruitment functions with the Chi.
3. He shall organize and coordinate parties, mixers, and other social events with the University and any other groups that are to be involved.
4. He shall be responsible for submitting the relevant paperwork to the University for registering Chapter social events.

### **Section 15 – Powers and Duties of the Chi**

The Chi shall be held responsible for the following:

1. He shall be in charge of Recruitment.
2. He shall be the Chairman of the Recruitment Committee.
3. He shall use the Foundations manual to set recruitment policy.
4. He may propose other Recruitment functions during the school year as needed.

5. He may propose Recruitment functions outside of the school year as necessary and shall be in charge of said functions.
6. He, or any brother he gives direct permission to, shall extend a bid to any prospective member.
7. He shall assist all prospective members who accept their bid until the New Member education process begins.
8. He shall prepare and maintain a legible and complete record of the individuals who have accepted their bid which must include contact information.

### **Section 16 – Powers and Duties of the Sigma**

The Sigma shall be held responsible for the following:

1. The Sigma shall maintain a record of the Brotherhood Points earned by each active member as outlined in .
2. He shall post all enacted resolutions of the Chapter within forty-eight hours of enactment.
3. He shall create a phone list, email list, and mailbox assignments at the beginning of each semester, which shall be distributed to each member of the Chapter.
4. He shall be responsible for the upkeep of the office and bulletin board.
5. He shall keep minutes at all regular Chapter meetings and create an agenda from the Executive Board meetings.
6. He shall make sure that all required information is sent to the International Headquarters when requested.

### **Section 17 – Powers and Duties of the Upsilon**

The Upsilon shall be held responsible for the following:

1. He shall inform the Chapter Advisor, faculty advisor, members, and any other person as to the time of all regular and special meetings at which they must be present.
2. He shall be responsible for organizing alumni activities, including Fall Homecoming and a spring alumni event.
3. He shall maintain a complete and correct file of the addresses of alumni of the Chapter.
4. The Upsilon shall be responsible for all the official correspondence of the Chapter and shall be responsible for the publication of the Chapter newsletter each semester.
5. He shall send Holiday cards to any person who has a relationship with the Chapter if the Chapter sees it fit to send any such correspondence. This includes but is not limited to parents of current active members, alumni, the Grand Officers, the Chapter Advisor, any other Fraternities or Sororities, the Dean of Students, etc.
6. He shall read all correspondence concerning the Chapter at a regular meeting and reply in accordance with the instructions of the Chapter.

### **Section 18 – Powers and Duties of the Rho**

The Rho shall be held responsible for the following:

1. The Rho shall be the sports coordinator for the Chapter in charge of intramural activities
2. He shall produce a list of the activities in which the Chapter wishes to participate, including their costs, and facilitate the participation of the chapter in those activities.
3. Rho will be responsible for the proper care and maintenance of all athletic department equipment and will submit a proposal when he deems it necessary for the fraternity to purchase new gear.

### **Section 19 – Powers and Duties of the House Theta(s)**

The House Theta shall be held responsible for the following:

1. He shall be responsible for the proper upkeep and day-to-day condition of the house and grounds.
2. He shall call House Cleanups as necessary to keep the house presentable, as well as before Chapter functions, parties, and fall cleanup.
3. He shall post the time of House Cleanups at every chapter meeting and fines shall be applied accordingly.
4. He shall secure a signed housing contract from anyone who plans to live in the house, and keep the contracts on file.
5. He shall put in all work orders for the house.
6. He shall inform the residents in the house of any information from the University regarding housing.
7. He shall be in charge of setting up the house for events.
8. He shall settle all disputes over housing and between the residents.
9. He shall assist in room selections.

In the event that the Chapter sees fit to elect multiple House Thetas, with a maximum being two, the elected officers shall divide the responsibilities mentioned above as they see fit and as equally as possible.

### **Section 20 – Powers and Duties of the New Member Father**

The New Member Father shall be held responsible for the following:

1. He shall be an assistant to the Iota and report directly to him.
2. He shall supervise and administer the Big Brother program; at the second New Member meeting, he shall choose an active brother for each New Member as a Big Brother, who shall be advisor and counselor to the New Member and do all in his power to guide the New Member toward initiation.
3. He shall act as the liaison between New Members and active brothers.
4. He shall organize New Member retreats.

### **Section 21 – Powers and Duties of the Brotherhood Chair**

The Brotherhood Chair shall be held responsible for the following:

1. He shall organize Brotherhood events and dinners of any kind.

2. He shall organize at least one Brotherhood event per month.
3. He, along with the Executive Board, shall organize any Brotherhood retreats.
4. He shall organize and hold the Brotherhood Point raffle as outlined in

### **Section 22 – Powers and Duties of the Health & Wellness Chair**

The Health & Wellness Chair shall be held responsible for the following:

1. He shall be a resource for the Chapter regarding all things health-related.
2. He shall reach out to Chapter members who may be struggling with health-related issues.
3. He shall maintain a working knowledge of the location and services offered by on and off-campus resources regarding health, including but not limited to:
  - a. Counseling center
  - b. Student Health Center
  - c. Women’s and Gender Resource Center
  - d. UA Safe Zone
  - e. Student Recreation Center
  - f. UAPD
  - g. Disability Services
4. He shall organize educational programming for the chapter
5. He shall speak in every regular Chapter meeting so members know who he is and may feel more comfortable approaching them .
  - a. Only have to speak for 1-2 minutes
  - b. Can provide quick information on different health topics or discuss different resources available to students

### **Section 23 – Powers and Duties of Committee Chairs**

All Committee Chairs shall be held responsible for the following:

1. They shall instruct their committee in the variety of goals and tasks assigned to them.
2. All committee chairs shall directly report to the Beta about the progress of their committee on a weekly basis.

### **Section 24 – Appointment of Advisors**

#### **A) Chapter Advisor**

The Chapter Advisor shall be selected as follows:

1. When the position becomes vacant, an alumni of the Chapter shall be selected by the Alpha, in accordance with the Executive Board, to become the Chapter Advisor.
2. The appointment of the selected alumni must be approved by a two-thirds vote of the Chapter before he can officially become the Chapter Advisor.

3. All selections must also be approved by International Headquarters before the selected alumni can officially become the Chapter Advisor.

If necessary, International Headquarters may be requested to provide a list of volunteer alumni to be selected as Chapter Advisor.

B) Faculty Advisor

The Faculty Advisor must be an employee of the University and shall be selected as follows:

1. Then the position becomes vacant, a faculty member, preferably an Alumni of the Fraternity, shall be selected by the Alpha, in accordance with the Executive Board, to become the Faculty Advisor.
2. The appointment of the selected faculty member must be approved by a two-thirds vote of the Chapter before he can officially become the Faculty Advisor.

## **Section 25 – Powers and Duties of Advisors**

A) Chapter Advisor

The Chapter Advisor shall be held responsible for the following:

1. He shall attend at least on regular Chapter meeting per month.
2. He shall serve as liaison between the Chapter and Headquarters when deemed necessary.
3. He shall participate in monthly conferences with the Alpha regarding the current state of the Chapter.

B) Faculty Advisor

The Faculty Advisor shall be secondary to the Chapter Advisor but shall be held responsible for the following:

1. He shall contact the Alpha at least once a month
2. He shall approve the Chapter grade reports
3. He shall serve as liaison between the Chapter and the University when deemed necessary.

## **ARTICLE V. CHAPTER FINANCES**

### **Section 1 – Chapter Accounts**

The Chapter shall have one primary account for dues. Secondary accounts may also be established for large fundraising or philanthropy projects.

### **Section 2 – Membership Dues**

A) Due Date

1. Regular membership dues shall have a due date set by the Tau.
2. All members must pay the full amount of dues by this set date unless on a payment plan approved by the Tau.

3. If a brother does not pay this bill in full and is not a payment plan, he will be required to also pay a late fee. This fee will be 10% of the normal dues and must be paid in addition to the full dues.

#### B) Payment Plan

1. If a brother is unable to pay his dues by the due date because of extenuating circumstances he must inform the Tau in writing before the due date.
2. The brother and Tau will then meet no later than a week after the due date and agree on an individualized payment plan that must be followed.

#### C) Summer Dues

1. If it is for the betterment of the Chapter the Tau has the option to require summer dues.
  - a. The Tau must motion to set summer dues at a regular Chapter meeting at least four weeks before the end of the Spring semester.
  - b. The Chapter must approve the motion by a 2/3 vote of the active brotherhood.
2. Summer dues shall be a set amount to be paid every month over the summer and will be attributed to your fall dues.
3. In the event that a brother fails to pay his summer dues he will be subjected to the same punishments as are attributed to those who do not pay regular dues.

#### D) Discounted Dues

Dues expected from an active brother may be discounted by the following:

1. Any member who can provide professionally documented proof of membership in an organization on campus besides the Chapter may receive a \$25 discount on his dues for the following semester.
  - a. This discount is allowed a maximum of 4 times a semester, totaling a maximum possible discount of \$100 per semester.
  - b. The proof must be submitted before the July 15th or Dec 1st to receive the discount.
  - c. These organizations may include but are not limited to:
    - i. FATE
    - ii. Honorary or professional societies
    - iii. IFC Board
    - iv. SGA
    - v. Graduating Greek
    - vi. Golden Key
    - vii. ROTC
    - viii. Collegiate Club or Division I Varsity level athletics
2. All officers on the Executive Board shall receive a 10% discount on dues during the semesters they serve as their respective position.

- a. If one member is holding two offices on the Executive Board he shall only receive one 10% discount.
  - b. If an executive officer is impeached during one of his semesters in office the discount shall be removed and he will be expected to pay the full amount of dues.
3. A scholarship of \$100 shall be given to the most deserving New Member of the semester. The Chapter shall nominate and select the most deserving New Member by a simple majority. The scholarship may be raised or given to multiple New Members as the Chapter sees fit.

#### E) Altering Dues

1. Any change in the regular amount due to the Chapter must be motioned for by an active brother at a regular Chapter meeting at least two weeks prior to the end of the semester.
2. The motion must pass by a majority of the active brothers present at the meeting.
3. If the motion passes, the new dues will come into effect for the next semester.

#### **Section 3 – Fines**

1. Apart from the fines mentioned throughout these By-Laws, the Standards Board shall be responsible for levying any and all fines against members
2. All brothers, in accepting their membership to this Chapter of the Fraternity, consent to accepting all fines handed down by the Standards Board according to its good practice.
3. Any brother who disagrees with any fine handed down by the Standards Board may petition to the Executive Board for repeal.
4. Regular fines include:
  - a. Unexcused absence from Initiation: \$300
  - b. Unexcused absence from a Chapter meeting:
    - i. \$25 first offense
    - ii. \$50 for second
    - iii. \$75 for third
    - iv. \$100 for any beyond the third

An excused absence is either class, work or something deemed important at the discretion of the Theta. Proof must be submitted to the Theta by 5 on the Tuesday before the regular Chapter meeting.

- c. Unexcused absence of Rush Event: \$25
- d. Unexcused absence of Study Hours: \$5/hour missed
- e. Unexcused absence of Philanthropy Event: \$50
- f. Unexcused absence of House Clean-Up: \$50
- g. Unexcused absence of Community Service: \$30/hour
- h. Dismissal from Chapter: \$10

## ARTICLE VI. HOUSING

The current location of the Alpha Kappa Chapter of Phi Kappa Sigma is 430 Smith Wood Circle, House D, Tuscaloosa, AL 35487. This house is known as the Chapter House.

### Section 1 – Living in the House

All occupants of the Chapter House must be active brothers in good standing as outlined in *Article II Section 3C*. If it is found that an active brother living in the house is no longer considered in good standing he cannot be removed until the conclusion of the semester.

#### A) Contracts

1. All brothers who want to live in the Chapter House for a specific semester must sign a housing contract for that semester.
2. Contracts must be finalized two weeks prior to the deadline set by the University's Office of Housing and Residential Communities.
3. All contracts must be turned in to the House Theta by the deadline mentioned above.

#### B) Eligibility to Sign Contracts

Any brother requesting to live in the Chapter House for a given semester must meet the following requirements to be eligible to sign a Housing Contract:

1. He must have attended at least 80% of the regular Chapter meetings that have occurred while he has been an active brother. This clause may be waived by the Chapter with a majority vote based on extreme individual circumstances.
2. He must not be delinquent in his account with the Chapter
3. He must meet all of the expectations outlined in *Article II Section 4*.

### Section 2 – Room Assignments

Before March of every spring semester, all members with interest in the living in the Chapter House must meet and choose their respective rooms. The House Theta shall facilitate the selection of rooms and settle any disputes by the methods outlined in this section.

#### A) Officer Priority

When selecting rooms, the selection order shall have the following order:

1. Alpha
2. Beta
3. Pi
4. Theta

#### B) Non-Officer Priority

After the officers listed above select their respective rooms, all other active undergraduate brothers may select their rooms with their selection order being determined as follows:

1. The brother who has accumulated more Brotherhood Points.
2. In the event of a tie, the brother with the higher GPA shall take priority.
3. If there is still a tie, a coin shall be flipped.

Any active graduate brothers requesting to live in the Chapter House will select their rooms after all undergraduate brothers and the selection order for graduate brothers shall follow the guidelines listed above.

## **ARTICLE VII. CONFLICT RESOLUTION**

In the event of a conflict of any kind involving the Chapter and its members the following actions outlined in this article shall be taken in order to resolve all issues.

### **Section 1 – Emergency and Immediate Response**

If an event occurs involving the police, fire department, medical personnel, the University, or media, the Alpha, or highest ranking officer present, shall handle the situation. In the event that the Alpha, Beta, and/or Pi is directly responsible for the situation, then it will be as though his/their title(s) is not listed below.

#### **A) Emergency**

If the situation is deemed an emergency, the following shall occur:

1. The Alpha shall be called and if he cannot be reached, the Beta shall be contacted and then the Pi.
2. If Alpha, Beta, or Pi cannot be contacted, Headquarters and the Chapter Advisor shall be called and asked for advice on the situation.
3. The Alpha, or highest ranking officer, shall be responsible for contacting the appropriate authorities and emergency services.
4. The Alpha, or highest ranking officer, shall be the only spokesman and shall deal with all vested groups.
5. The Chapter shall have a “no comment” policy with all media involvement in the situation.
6. The Alpha, or highest ranking officer, shall contact Headquarters at the first opportunity.

#### **B) Immediate Response**

If a situation is deemed not an emergency, but merits immediate response, the following shall occur:

1. The Alpha shall be called and if he cannot be reached, the Beta shall be contacted and then the Pi.
2. If Alpha, Beta, or Pi cannot be contacted, Headquarters and the Chapter Advisor shall be called and asked for advice on the situation.
3. The Alpha, or highest ranking officer, reserves the right to deny immediate response
4. The Alpha, or highest ranking officer, shall be the only spokesman and shall deal with all vested groups.

5. The Chapter shall have a “no comment” policy with all media involvement in the situation.
6. The Alpha, or highest ranking officer, shall contact Headquarters at the first opportunity.

## **Section 2 – Standards Board**

### **A) Purpose of the Standards Board**

1. All internal conflicts shall be resolved by the Standards Board.
2. To present a personal and private means to resolve internal conflict within the Chapter.
3. Enforce and levy punishments in order to keep the Chapter and its members in good standing.
4. Reinforce the Core Values of Phi Kappa Sigma Fraternity of Trust, Honor, Respect, Knowledge, Wisdom, Responsibility, and Integrity.
5. Collect outstanding dues when it is deemed by the Tau to turn the delinquent member over to the Standards Board.

### **B) Jurisdiction of the Standards Board**

1. The Standards Board shall deal with any minor infractions which include but are not limited to:
  - a. Dress code
  - b. Chapter absences
  - c. Gentlemanly behavior

Minor infractions are punishable through warnings, fines, and community service hours.

2. The Standards Board shall deal with any major infractions which include but are not limited to:
  - a. Legal wrongdoings
  - b. Extreme delinquency of Chapter accounts
  - c. Major destruction of property

Major infractions are punishable through impeachments, probation, suspension, and expulsion by a three-fourths vote by the Chapter.

3. All fines, punishments, and suspensions administered by the Standards Board shall be considered part of the guilty member’s expectations and sanctions and must be followed in order for the case to be considered resolved. Until the guilty member fulfills his requirements he shall be considered a Probationed Member as outlined in *Article II Section 5A*.
4. Should the guilty member fail to fulfill the requirements he may be subjected to additional fines, punishments, or sanctions and, in extreme cases, may be forced to forgo his membership in the Chapter and be considered an Expelled Member as outlined in *Article II Section 5D*.

### **C) Members of the Standards Board**

1. The Standards Board shall be composed of five brothers in good standing. Four of whom are voted into their office during the yearly elections as outlined in *Article IV Section 2* and one Theta.
2. Should there be a vacancy of a position within the Standards Board, a permanent replacement shall be appointed by the Theta and approved by the Executive Board.
3. In the event that the case brought before Standards Board directly involves one of the members, then he will be removed and the next highest ranking officer shall take his place only to hear the case.

#### D) The Standards Board Process

Should there be an infraction, the following shall occur:

1. If the Theta(s) or Executive Board believe that a member should stand before the Standards Board for his actions, the Theta(s) shall inform the current Standards Board and call for a meeting.
2. If any brother believes that another member should stand before the Standards Board for his actions, he may report his beliefs with all details of the possible infraction to one of the following:
  - a. Alpha
  - b. Beta
  - c. Pi
  - d. Theta(s)

If deemed necessary by one of the officers listed above, the Theta(s) shall inform the current Standards Board and call for a meeting.
3. The Standards Board, being mindful of the schedules of all involved parties, shall then decide when the meeting shall take place and must inform all involved parties of the time, date, and location, of the meeting.
4. The accused member shall either accept or refute the charges. If he accepts, he shall state the reason for his actions and should he refute, he may present his case to the Standards Board, calling witnesses as necessary. If the accused member wishes, he will be given no more than one week to prepare his case to present to the Standards Board.
5. Witnesses and all members involved shall be sworn into secrecy about the proceedings of the trial. The only exception being if outside institutions or non-members need to be contacted to enact a resolution.
6. The Standards Board shall, to the best of its ability, judge the case fairly, with no personal bias, while being mindful of the history the accused member has with the Chapter, including prior infractions, offices held, financial standing, and overall contribution and involvement with the Chapter.
7. Each case will be closed when the Standards Board has reached a suitable resolution agreed upon by a majority vote or when the Standards Board agrees unanimously that no fair resolution can be reached.

8. All cases must be thoroughly recorded by a member of the Standards Board and said recordings shall be kept for reference if a similar case arises in the future. These records shall include:
  - a. The date(s) the infraction(s) occurred.
  - b. The infraction committed.
  - c. The fine or punishment levied.

These records shall be kept in the Chapter Room File.

9. Should the accused member fail to attend the agreed upon meeting time, he shall be subjected to additional fines and or punishments as the Standards Board sees fit.

#### E) Appealing the Decision of the Standards Board

In the event that an accused member wishes to appeal the ruling of the Standards Board, the following shall occur:

1. The member must submit a request for Chapter audience to the Executive Board no later than one week after the Standards Board has made its decision.
2. If the Executive Board allows, the challenge to the Standards Board decision shall be presented before the Chapter at a regular Chapter meeting no more than one week after the member's request for Chapter audience.
3. The decision of the Standards Board may only be repealed by a two-thirds majority vote of the Chapter.
4. Should the Chapter overturn the decision of the Standards Board, all related charges against the accused member shall be dropped.

### **Section 3 – External Efforts**

In the event of failure to resolve the conflict within the Chapter, the following shall occur

1. An appropriate outside source shall be sought for advice.
2. Adhering to the advice received, assuming it does not violate these By-Laws, the Constitution and Acts of the Fraternity, any of the 7 Core Values, or any of the 5 Pillars of the Fraternity, both the Chapter and the outside source will work together to bring about a suitable resolution.
3. All outside sources shall be contacted and informed of any decision made by the Standards Board and thereafter updated weekly until the case is resolved.
4. Upon resolution of the conflict, all appropriate outside sources shall be informed, in detail, of the steps taken by the Chapter to reach an accepted resolution.

**THE BROTHERHOOD POINTS SYSTEM  
OF  
THE ALPHA KAPPA CHAPTER  
OF  
PHI KAPPA SIGMA FRATERNITY**

Last Amended: 15<sup>th</sup> February 2017  
Under Alpha Andrew D. Tyndall

## ARTICLE I. PREAMBLE

### Section 1 – Name of This Document

This document and all amendments and alterations shall be known as The Brotherhood Points System of the Alpha Kappa Chapter of Phi Kappa Sigma Fraternity.

### Section 2 – Use of This Document

- A) This document shall be used as a guide to administer Brotherhood Points to members in good of the Chapter.
- B) Accumulation of Brotherhood Points can qualify brothers for rewards such as, Chapter t-shirts, discounts, and determines the selection order of rooms for the Chapter house.

### Section 3 – Amendments to This Document

All amendments to this document shall be enacted through the process outlined in *Article I Section 3* of the Chapter By-Laws.

### Section 4 – Filing of This Document

This document shall have two official copies. One shall be kept in the Chapter Room File and the other shall be in the possession of the Sigma.

## ARTICLE II. BROTHERHOOD POINTS

Unless otherwise indicated, all brotherhood points accumulate through each semester separately. For example, the points earned during a Fall semester will not stay on record for the following Spring semester.

### A) In Good Standing

All brothers shall receive two (2) points for every semester they are considered in good standing as defined in *Article II Section 3C* of the Chapter By-Laws. These points shall stay on record throughout a brother's time in the Chapter. For example, if a brother is considered in good standing for three (3) semesters he will receive six (6) points at the beginning of his fourth semester.

### B) Holding a Position Within the Chapter

Any brother who holds an office within the Chapter shall be rewarded the indicated number of brotherhood points as follows:

1. Alpha.....12 points
2. Beta.....10 points
3. Pi.....8 points
4. Tau.....8 points
5. Theta(s).....8 points each
6. Iota.....8 points
7. Sigma.....8 points
8. All Other Offices.....6 points
9. I.F.C Representative.....2 points

Should a brother hold more than one office, he shall receive the full amount of points allotted to the highest ranking position he holds, and receive one (1) additional point for every other position he holds.

C) Committees Within the Chapter

Any brother who sits on a committee within the Chapter shall be rewarded the indicated number of brotherhood points as follows:

1. Sitting on a Committee...1 point
2. Heading a Committee.....1 point

D) The Chapter Meeting

All brothers shall be rewarded the indicated number of brotherhood points for their attendance at Chapter meetings as follows:

1. Attending 90% or more of Chapter meetings.....2 points
2. Every unexcused absence.....-1 point
3. Every unexcused absence from a formal meeting...-2 points

E) Financial Responsibility

All brothers shall be rewarded the indicated number of brotherhood points for their financial responsibility to the Chapter as follows:

1. Paying dues on or before the due date with a zero balance...3 points
2. Every week that dues or fines are late.....-1 point
3. Every missed payment on a payment plan.....-1 point

F) Academics

All brothers shall be rewarded the indicated number of brotherhood points for the grades they receive at the end of every semester as follows:

1. Below a 2.5 GPA.....0 points
2. 2.5-2.99.....3 points
3. 3.0-3.49.....6 points
4. 3.5-3.99.....9 points
5. 4.00+.....12 points
6. New Member with the highest GPA of his pledge class.....3 points

G) Study Hours

All brothers shall be rewarded one (1) point for every five (5) study hours recorded in the GreekStudy app. Brothers may earn a maximum of twenty five (25) brotherhood points in this manner. Required study hours will not contribute to the member's brotherhood points.

H) Community Service

All brothers shall be rewarded two (2) points for every five (5) hours of community service completed. Any brother who is absent from a Chapter sponsored community service event shall be deducted two (2) points.

I) Living in the Chapter House

Every brother living in the Chapter House shall be rewarded three (3) points for the semester he resides there.

J) Sitting on a Fraternity Committee

Every brother who sits on a committee of Phi Kappa Sigma International Fraternity shall be rewarded five (5) points.

K) Attending a Fraternity Conference

Any brother that attends a Fraternity conference, such as Men of Honor or Grand Chapter, shall be rewarded six (6) points.

L) Greek Points

All brothers shall be rewarded one (1) brotherhood point for every two (2) Greek Points he accumulates.

M) Membership in Other School Organizations

1. Participation in ROTC.....5 points
2. Participation in performing arts performance.....1 point
  - a. At the discretion of the Pi and with a majority vote of the Chapter, extraordinary performing arts time commitments can be honored with additional points up to a maximum of five (5).
3. Leadership in another organization.....4 points
4. Membership in an organization not specified above.....2 points

N) Athletics

All brothers shall be rewarded the indicated points for involvement in any athletic organizations as follows:

1. Participation in a Chapter intramural team.....2 points
2. Participation in a Collegiate Club team.....3 points
3. Participation in a Division I Varsity team.....6 points

At the discretion of the Rho and with a majority vote of the Chapter, extraordinary time commitments with an athletic team may be honored with additional point up to a maximum of five (5).

O) Work Commitment

Any brother who participates in a co-op, internship, or study abroad program during one of his active semesters, shall be rewarded with the average number of brotherhood points earned that semester.

P) Military Service

Any active brother who is an active member of any branch of the military shall be rewarded with the highest number of points earned by a single member that semester. For example, if a brother earns sixty (60) points in a semester, then the brother who is in active duty will also receive sixty (60) points.