

THE BYLAWS
OF
PHI KAPPA SIGMA FRATERNITY
Alpha Iota
Vanderbilt University

The Alpha Iota Colony of the Phi Kappa Sigma International Fraternity located at Vanderbilt University, being on their way to becoming a fully chartered undergraduate Chapter of Phi Kappa Sigma International Fraternity, specifically adopts, accepts and acknowledges the International Bylaws and Traditions of the Fraternity and, in addition, the following Bylaws are adopted under which this Colony shall operate.

Article I. Instrument

Section A: Name of This Society

The name of this society shall be “The Alpha Iota Colony of the Phi Kappa Sigma Fraternity,” hereinafter shall be referred to as “the Colony.”

Section B: Laws Governing the Colony

The Colony shall be governed by the Constitution and Acts of the Phi Kappa Sigma Fraternity, by these bylaws, and by the permanent resolutions that the Colony may enact, in order of decreasing authority. All Colony affairs shall be conducted in accordance with the rules of Vanderbilt University Inter-fraternity Council, hereinafter referred to as “the I.F.C.” and the rules of Vanderbilt University, hereinafter referred to as “Institution”.

Section C: Amendments and Suspension of Bylaws

All proposed amendments to these bylaws shall be posted on the Colony Chapter Spot account in the amendment folder under documents prior to the meeting at which the proposed amendment is first brought before the Colony. The proposed amendment must then be tabled for a period of two weeks. All proposed amendments must be approved by a 2/3 vote of all active brothers before it becomes an approved bylaw.

The bylaws are not meant to be suspended except for unusual circumstances. The Colony may suspend bylaws that deal with time if there is a time-sensitive issue. The Colony may also suspend any bylaw that may cause the Colony an extreme financial burden. No bylaw may be suspended out of sheer inconvenience. Bylaws may be suspended by three-fourths of the

members present and voting. Suspension of bylaws cannot supersede Phi Kappa Sigma's Constitution and Acts or Policies.

Section D: Filing of this Instrument

This instrument shall be officially set down in six dated copies, one original and five duplicates. The official printed copies shall be signed by the Alpha and the Sigma. These copies shall be numbered and designated or entrusted as follows:

1. Official Copy (Original) – Chapter Room File
2. Alpha
3. Sigma
4. Vanderbilt University
5. Chapter Advisor
6. Southern Grand Delta

The Official Copy and all amendments, alterations and corrections thereto shall be maintained as a master copy for reference purposes only and may be removed from the Chapter Room File only for the purpose of inserting amendments, alterations, and corrections, as may be necessary.

Section E: Definition of Terms

Executive Board – The Executive Board shall be an advisory committee composed of the Alpha, Beta, Pi, Sigma, and Tau. No member may hold more than one office within the Executive Board. In all such cases of violation that warrant a member to hold multiple offices, the member shall be allowed to cast a single vote.

Office – The delegation of powers to, and the requirement of discharge of duties from a member of the Colony. Specifically the Offices are from highest rank to lowest: Alpha, Beta, Pi, Sigma, Tau, Iota, Chi, Psi, Phi, Upsilon, Theta, Brotherhood Chair, Rho, and Gamma.

Officer – An active member of the Colony who has been elected by the Colony to fill an office and who has been duly installed into that office.

Minutes – The official record of the proceedings of the Colony meeting as kept by the Sigma.

Constitution and Acts of the Fraternity – The Constitution and acts of the Phi Kappa Sigma Fraternity as furnished in printed form by the Grand Chapter.

Colony Function – A Colony activity designated by the Alpha as requiring the attendance of all Active Members. Additionally all New Members are required to attend as appropriate.

International Office or Headquarters – Phi Kappa Sigma International Headquarters, Two Timber Drive, Chester Springs, Pennsylvania 19425.

Permanent Resolutions – The Permanent Resolutions of the Colony shall be a body of standing rules and policies of the Colony, inferior only to the Constitution and Acts of the Fraternity and the Colony Bylaws in order of precedence. Specifically, they shall, unlike ordinary resolutions, not be affected nor made null and void by the election of succeeding administrations.

Inter-fraternity Council – The governing body for social Fraternity organizations of Vanderbilt University.

Judicial Board – The Judicial Board shall be a committee composed of the Judicial Board chairman, and four active members of the Colony, and shall govern over judiciary affairs of the entire Colony. The Judicial Board shall follow the regulations outlined in the Judicial Procedures of the Colony of the Fraternity.

Article II. Membership

Section A: Definition of Members

The membership shall be distinguished in the following categories:

1. Good Standing: An initiated undergraduate or graduate active member of the Fraternity who is currently enrolled at Institution, is not delinquent in any financial account with the Colony, Institution, and/or the Fraternity at the beginning of the current school semester, is paying the required dues to the Colony in full or on a payment plan authorized by the Tau with Promissory Note on file, and has a cumulative and semester grade point average greater than or equal to 2.500 while enrolled in a full time status for the duration of the semester. (For clarity: full time is 12 credit hours for undergraduates and 6 credit hours for graduates)
2. Probation: An initiated undergraduate or graduate member of the Fraternity at Institution, who is delinquent in his financial accounts with the Colony, Institution, and/or the Fraternity and not paying on an approved plan, or is put on probation because of judicial action. A member in good standing whose cumulative GPA is less than 2.500 or whose semester GPA is less than 2.500, or does not maintain full time status in a semester shall become a probationary member. This member has not forgone any future eligibility of being an active brother.
3. Suspension: An initiated undergraduate or graduate member of the Fraternity at Institution, who is not paying dues and delinquent in any financial account with the Colony, Institution, and/or the Fraternity, or is put on suspension because of judicial action. This person has forgone any future eligibility of being an active brother.

4. Alumnus: Any initiated brother member of Phi Kappa Sigma who is a graduate of Institution, he must have forgone any future eligibility of being an active brother and not be delinquent in any financial accounts with the Colony.

5. New Member: An uninitiated undergraduate student of Institution who has accepted a bid from the Colony, has fulfilled his financial obligations to the Fraternity, and is proving and readying himself through the new member education program, hereinafter referred to as “the Pillars”.

Section B: Restrictions on Probation and Suspended Brothers

1. Probationary Brothers shall comply with the following guidelines:

- a) They shall not be allowed to vote in Colony affairs.
- b) They are encouraged to participate in Rush functions. While they are not allowed to vote on prospective new members, their participation is seen as beneficial to the Colony.
- c) Shall not be allowed to run for elected office or hold an appointed office.

2. Suspended Brothers shall comply with the following guidelines:

- a) They shall not be allowed to participate in any Colony social functions (i.e. parties, mixers, etc.) or intramurals.
- b) Shall not be allowed to attend meetings or rush events.

3. A member who does not meet requirements to maintain “Good Standing Status” shall be permitted to appeal to the active Colony to remain active for the current and/ or subsequent semester.

The appellant will provide a written appeal to the Alpha prior to a Colony meeting. The appeal shall include the reasons or circumstances that led to not meeting the requirements of the Colony.

Before any ballot may be held, the appeal shall be read by the Sigma and the Alpha shall give a brief description of the events that transpired at the antecedent regular meeting of the Colony upon receipt of the appeal. Following the statement from the Alpha, the floor shall be open to the rest of the members for discussion. Time for discussion shall be limited to ten minutes.

However, at the end of this time, all those whose names are on the Beta’s list shall be recognized before the time for discussion shall be closed.

At the end of discussion, the appeal shall ultimately move to a ballot vote. No appeal shall be granted except by a nine-tenths vote of the members voting at the meeting, a quorum being present.

If the appeal is granted, the appellant shall either work with the Pi to create an academic program to assist in achieving satisfactory performance or the Tau to create an effective payment plan to bring the member's account to a zero balance.

Section C: Pledging

1. Voting on Prospective New Member: After a potential new member has been proposed in accordance with the Bylaws for a bid, a Colony vote shall be taken. The potential new member shall be given a bid by the Alpha and Chi, if among the brothers present at the time of the vote, there is not more than 66 percent of the active brotherhood objecting to the potential new member.
2. Expiration of Bid: A bid shall expire one semester after it was given to the potential new member. (For clarity: If the bid was given during Fall Rush, then it shall expire at the end of the following Spring Rush.)
3. Termination of New Members: A new member can be terminated in the following manner:
 - a) Every candidate for continuation in the Pillars program of the Colony shall be proposed at least, but not limited to, three times during the new member term by three members—one proposer and two seconders—at a regular meeting of the active Colony, or at a special meeting called for that purpose. The final proposal must take place within 48 hours prior to scheduled initiation. Notice shall be given to the active Colony at the meeting prior to the election meeting or one week in advance of a special meeting called for that purpose.
 - b) Before any ballot may be held, the Sigma shall read the proposal and the Iota shall announce the name of the candidate and give a brief description of his education progress. After the account from the Iota, the Pi shall give his account on the subject of the candidate's academic performance. Following the statement from the Pi, the floor is open to the rest of the members for positive or negative comments on the character and merits of the candidate in relation to Phi Kappa Sigma. Any negative comment can be waived at the discretion of the Chair; however, the Chair's decision may be appealed in the form of a motion. Time for comments shall be limited to ten minutes per proposal. However, at the end of this time, all those whose names are on the Beta's list shall be recognized before the time for comments shall be closed. If the candidate receives any negative comments, the floor will open for discussion regarding the candidate's continuation in or removal from the Pillars program. At the end of discussion the proposal shall move to a ballot vote.
 - c) A candidate who receives a black cube equal to or greater than one-tenth of the active voting Colony will receive a Blackball and be immediately removed from the Pillar program, but shall not preclude election at a later date. In case of the rejection of any candidate the paper containing his nomination shall be destroyed immediately following the meeting.

Article III. Officers

Section A: Elected Offices

The elected officers of the Chapter shall be: Alpha, Beta, Pi, Sigma, Tau, Iota, Upsilon, Theta(s), Chi, Psi, Phi, Brotherhood Chair, Rho, and Gamma.

Section B: Election of Officers

1. Elections shall occur in the spring and fall in the following manner:
 - a) Nominations will be taken five weeks before the end of the Semester.
 - b) Elections will be held three weeks before the end of the semester.
2. Each office shall be voted on separately and in the following order: Iota, Alpha, Beta, Pi, Sigma, Tau, Chi, Theta, Upsilon, Psi, Phi, Brotherhood Chair, Rho, and Gamma.
3. The Tau is only elected in the fall semester and shall serve as Tau until elections the following fall.
4. To be elected to an office, a candidate must receive a majority of the votes of all active brothers in good standing present.
5. 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.
6. During the election of officers, each candidate nominated from the floor for a particular office shall be given a period not to exceed five minutes in which to present his qualifications, views, and proposals concerning the office for which he is a candidate. This will apply to all offices except the Alpha and the Iota who will be given ten minutes. The total time devoted to the discussion of candidates for any office shall not exceed the product resulting from the multiplication of five minutes times the number of candidates for that office. However, at the end of this time, all those whose names are on the Beta's list shall be recognized before discussion shall be closed. This will apply to all offices except for the Alpha and the Iota who will be given ten minutes times the number of candidates nominated from the floor for discussion time.
7. During the elections of the office of Tau, the incumbent Tau shall appoint a candidate to become the new Tau, provided the selected candidate has served for a full term as a Tau or as a Zeta. The appointed candidate shall be approved by a majority of votes cast. If the appointed candidate fails the approval vote, the elections procedures outlined in Article III Section B shall be followed.
8. No brother shall be elected to an office without his consent.

9. An officer of the Colony must be an active brother in good standing for the duration of his term.

10. Officer-elects will be installed at the same meeting they are elected. 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 Colony meeting at which he is present.

Section C: Filling Vacancies:

1. In the event of a vacancy of an elected office, the Alpha may select an active brother in good standing to fulfill any duties, which require immediate attention, of the vacant office until such time as it is feasible to conduct an election.

2. Provided that at least seventy-two hour notice is given, a special election shall be called during a regular Colony meeting as soon as possible as the vacancy of an office becomes known. The election shall immediately follow nominations.

3. All rules for regular elections shall be observed, including the installation of the new officer as described in the Constitution and Acts.

Section D: Impeaching Officers:

1. A motion must be made for impeachment.

2. If the motion passes, the officer being impeached must stand before the judicial board.

3. The judicial board will rule using normal procedures.

4. Once the judicial board has reported back to the Colony, the ruling can only be overturned by a 2/3 vote by the Colony at the antecedent Colony meeting, if a vote is so called for.

Article IV. Duties of Officers

Section A: Duties

1. All officers shall be required to maintain officer notebooks for recording and retention of files, documents, and notes. These notebooks are to be turned over upon the end of his term to the succeeding officer.

2. All officers shall possess all the powers and duties granted to them by the Constitution and Acts, in addition to the following duties.

Section B: Alpha's Duties

1. The Alpha shall be responsible for initiating action outside the normal operating procedures of the Colony, 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 insure that the Colony conducts brotherhood building activities at least once per month.
4. He shall insure that the Colony representative attends all I.F.C. council meetings throughout the year.
5. He shall insure that the Colony has 50% or greater attendance at all I.F.C. Council sponsored events.
6. He shall insure that the Colony complies with all University policies regarding recruitment, hazing, alcohol, drugs and risk management.
7. He shall insure that a Colony representative meets with the Greek advisor at least once per month to discuss their office, chapter operations, or another fraternity/chapter related topic.
8. He shall insure the Chapter submits all required information and documentation to the University when requested.
9. He shall organize and appoint chairmen to all non-standing committees, and at the time of inception of said committees shall state the objectives to be fulfilled.
10. He shall dissolve all such committees upon completion of their objectives.
11. He shall countersign in the book of minutes, the minutes approved at the previous meeting.
12. To be eligible for this position, a candidate must have held a prior office, unless during rare circumstances there is no one available who has held a previous office.

Section C: Beta's Duties

1. The Beta shall be in charge of supervising all standing committees and non-standing committees.
2. He shall assume the role of Alpha in his absence or if the office becomes vacant.
3. He shall head the Mitchell Chapter Standards submission.
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 Colony.
7. He shall oversee the maintenance and development of officer notebooks.
8. He shall help facilitate officer retreats and transition.
9. He shall act as the Risk Management Chair for the Colony.
10. He shall report directly to the Alpha.
11. To be eligible for this position, a candidate must have held a prior office, unless during rare circumstances there is no one available who has held a previous office.

Section D: Pi's Duties

1. The Pi shall be responsible for maintaining an organized, up-to-date academic file for the use of the Colony.
2. He shall, in the absence of the Alpha and the Beta, assume the duties of those officers.
3. He shall create and/or facilitate the creation of active member academic probation criterion and be responsible for the enforcement of said criteria.
4. He shall maintain a plaque of members who receive a 4.0 grade point average for each semester.
5. He shall have a program to promote scholarship among members (i.e. the making the grade program)
6. He shall report directly to the Alpha.
7. To be eligible for this position, the candidate must be a sophomore with a 3.0 or higher, unless during rare circumstances there is no one that is sophomore and/or has a 3.0. If so, then it will go to the member who has the highest GPA of all the members nominated.

Section E: Sigma's Duties

1. The Sigma shall maintain the brotherhood point system.
2. He shall post all enacted amendments or resolutions of the Colony within forty-eight hours of enactment.
3. He shall create or update a contact list of all members and alumni at the beginning of each semester.
4. He shall create, update, or cause to be created or updated, a Colony scrapbook to chronicle events of the Colony during his term.

5. He shall keep minutes at all regular and executive council meetings.
6. He shall sign approved minutes when transcribed into the official minute book and shall present them to the Alpha for countersignature.
7. The minutes of the last regular meeting of the school year shall be corrected, approved and recorded in the official book of minutes at that last meeting and presented to the Alpha for countersignature as prescribed in this instrument.
8. He shall make sure that all required information is sent to the International Headquarters when requested.
9. He shall see that each of the officers present reports at each of the regular meetings. He shall also see that these reports are properly filed.
10. He shall supervise all liaisons of the Colony.
11. He shall report directly to the Alpha.

Section F: Tau's Duties

1. He shall produce a budget for the next semester at a minimum of two weeks before the last meeting of the current semester; he shall present the budget to be approved by the Colony.
2. He shall collect all fines levied by other officers.
3. He shall submit to an audit by the Alpha by the third week of the semester.
4. He shall use every effort to secure prompt liquidation of all debts due the Colony and upon receipt of any monies or remittances due the Colony, shall immediately prepare a proper receipt, giving the original to the payee and retaining the carbon copy for entering upon the records of the Colony.
5. He shall oversee all fundraising committees assigned to him.
6. He shall update the Colony as to the balance of all accounts at every meeting.
7. He shall maintain a posted list of brothers who have outstanding balances.
8. He shall maintain a checking account with the University's Federal Credit Union, under the name of Alpha Iota of Phi Kappa Sigma. He shall deposit all monies and remittances received by him in said bank.
9. He shall prepare, or cause to be prepared, the filing of the taxes of the Colony.
10. He shall ensure that the Zeta is fully prepared to have charge of the powers and duties of the Tau at the end of his term.

11. He shall report directly to the Alpha

Section G: Iota's Duties

1. The Iota shall see that all brothers are present for mandatory initiation functions and shall levy a fine on those not in attendance according to the current schedule of fines.

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 educate the brothers in the secrets and history of Phi Kappa Sigma at least once per month.

4. He shall make sure that the new members are properly educated using the Pillars program.

5. He shall act as the liaison between new members and active brothers.

6. He shall organize new member and brotherhood retreats.

7. He shall assign new members to big brothers and monitor their learning progress.

8. He shall inform the Director of Student Involvement and Leadership Office of the candidates for Initiation at least seven days prior to the Initiation to ensure that these candidates are eligible for said Initiation.

9. He shall install the incoming Iota who shall then install the other incoming officers.

10. He, along with the aid of the Pi, shall be responsible for matters relating to Membership Development.

11. He shall report directly to the Pi.

Section H: Upsilon's Duties

1. The Upsilon shall be responsible for all the official correspondence of the Colony and shall be responsible for the publication of the Colony newsletter each semester.

2. He shall send, or cause to be sent, a copy of the newsletter to every alumnus of the Colony, to each of the other active Colonies, to each of the Grand Officers, and to the International Headquarters. A copy shall be filed in the Colony files.

3. He shall maintain in the Colony file a complete and correct file of the addresses of the alumni of the Colony and any other persons of firms with which there may be considerable correspondence.

4. He shall inform the Colony Advisor, faculty advisor, and any other person as to the time of all regular and special meetings at which they must be present.
5. He shall be responsible for organizing alumni activities, including homecoming and a fall alumni event.
6. He shall report directly to the Beta.

Section I: Gamma's Duties

1. The Gamma shall be responsible for all social media and public relations of the Colony.
2. He shall be responsible for maintaining social media account(s).
3. He shall have charge of the bulletin boards.
4. He shall be responsible for taking pictures at Colony events.
5. He shall report directly to the Beta.

Section J: Theta's Duties

1. The Theta shall be responsible for the proper upkeep and day-to-day condition of the Colony room and all property.
2. He shall act as teller for all elections and ballots held in the Colony Room.
3. He shall ensure privacy and security of all Colony functions as deemed necessary.
4. He shall report directly to the Beta.

Section K: Chi's Duties

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, subject to the approval of the Colony.
4. He shall prepare and maintain a legible and complete record of the Colony's prospective members.
5. He has the power to extend a bid to any prospective member he sees fit for the organization.
6. He may propose other Recruitment functions during the school year as needed.

7. He shall extend, or cause to be extended, to prospective members the invitation to pledge when the Colony has favorably decided on such an invitation, and shall assist in pledging those prospective members who accept the invitation.

8. Shall levy a fine according to the current schedule of fines for all those not in attendance during recruitment functions.

9. He shall report directly to the Alpha.

Section L: Psi's Duties

1. He shall submit a list of social functions and a budget for the upcoming semester to the Tau before last meeting of the semester.

2. He shall schedule brotherhood activities for the Colony to occur no less than once per month.

3. He shall organize and coordinate parties, mixers and other social events with Greek organizations at Institution and any other groups that are to be involved and that they fully comply with both FIPG guidelines and the International Fraternity's Risk Management policy.

4. He shall report directly to the Beta.

Section M: Phi's Duties

1. The Phi shall take charge of all philanthropy and community service events and be responsible for all subsequent hours the Colony earns.

2. He shall act as the liaison between the Colony and all volunteer organizations.

3. He shall take charge of the Colony's annual event in the fall semester.

4. He shall take charge of the Colony's annual event in the spring semester.

5. He shall be in charge of monitoring community service hours.

6. He shall be in charge of documenting community service hours and events for MCS.

7. He shall report directly to the Beta.

Section N: Intramural sports Chair (Rho's) Duties

The Rho shall be the sports coordinator for the Colony in charge of intramural activities. He shall produce a list of the activities in which the Colony wishes to participate, including their costs, and shall take steps to enter those activities.

Section O: Brotherhood Chair Duties

1. Brotherhood Chair shall be in charge of organizing brotherhood events.

2. He shall produce a list of events in which the Colony wishes to participate, including their costs, and shall take steps to carry out the events.

Section P: Committee Manager's Duties

1. Managers shall be assigned to committees as the Alpha sees fit.
2. He shall instruct his committee in the variety of goals and tasks assigned to them.

Article V. Meetings

Section A: Regular Meetings

Regular meetings of the Colony shall be held on every Monday, at 6:00 PM. Exceptions being that no regular meetings shall be held during Recessed Colony and the week of final exams. All regular meetings shall be called by the Alpha, or, in his absence, the ranking officer.

Section B: Special Meetings

Special meetings may be called by the Alpha, unless specified otherwise, provided that he give at least seventy-two hour notice and a quorum is expected.

Section C: Formal Meetings

Formal meetings shall be held at every five Colony meeting. Dress at formal meetings shall consist of tie, collared shirt, dress pants, and dress shoes.

Section D: Recessed Colony

Recessed Colony is defined as any time that classes are not in session (Spring/Fall Breaks, semester breaks, etc.) and the summer semester.

Section E: Meeting Procedure

1. The Colony Room shall be used exclusively for meetings and initiations. It shall be appropriately decorated and furnished. Only initiated members of the Colony shall be allowed access thereto.
2. Before each meeting the Theta(s) shall make ready the Colony Room by sweeping the floor, dusting the furniture, checking lights, laying out rule book, Constitution and Acts, Colony Bylaws, minute book, and all other appropriate papers. They shall set up the paraphernalia in the Room as appropriate, and take stations inside the doors of the Colony Room as Sergeants-at-arms.
3. The following order of business shall be used in every meeting by the Colony, as outlined in Act VII of the Constitution and Acts:

- a) Call to order and roll call
- b) Reading of a section of the Constitution and Acts or Colony Bylaws
- c) Reading of minutes of the previous meeting
- d) Communication and letters
- e) Proposals and election of New Members
- f) Initiation
- g) Reports of Officers and Committees
- h) Election of Officers
- i) Installation of Officers
- j) Unfinished business
- k) New Business
- l) Comments by the Colony Advisor, Academic Advisor, and/or guest(s)
- m) Correction of minutes
- n) Second roll call
- o) Closing comments
- p) Adjournment

4. When necessary, certain features may be omitted.

5. It should be understood by all members that one rap of the gavel calls the assembly to order or seats the members when standing, two raps call the officers (or particular officers as required) to their feet, three raps call the entire assembly to its feet.

6. A member arriving late to a meeting shall be recognized so that he may be accounted for by the Sigma as present. No member shall leave the Colony Room without being excused by the Alpha. A member should not be summoned from the meeting to answer telephone calls except in emergency. A visiting member should be introduced to the assembly by the Alpha.

7. At the beginning of the meeting the Sigma shall be take note and announce the number of active voting members present, whether quorum is met or not, the number of votes needed to pass a majority vote, and the number of votes needed to pass a two-thirds vote. The Sigma shall also note in the minutes when active voting members arrive at or leave the meeting.

Section E: Quorum

A quorum is defined as fifty percent plus one person of the active members of the Colony in good standing, excluding the members specifically excused by the Alpha, shall be required in attendance at a meeting in order to enact governing or taxing legislations.

Section F: Voting Privileges

Only the active brothers in good standing shall have the right to vote on any motion brought before the Colony.

Section G: Proxy Vote

Only active brothers in good standing shall cast a vote by means of a properly executed proxy on legislation previously considered in Colony meetings. Such proxy votes can be sent in via text, email, or writing to any member of the executive board. Proxy votes should include date, reference to legislation on which proxy is to be used, vote, and signature of maker; and shall be delivered to the Sigma prior to the meeting at which the related legislation is expected to be voted upon. All such proxies shall be included in the vote on their related legislation only.

Section H: Motion

Motions, when recorded in the minutes, shall be numbered serially by meetings and shall be prefixed by the letter M, as M₁, M₂, M₃, etc., for easy reference. All motions shall be required to be tabled for no less than one week prior to a vote, unless such circumstances require and no objection is expected, to allow for adequate discussion.

Section I: Disorderly Conduct

The presiding officer shall have the authority to expel a person from a meeting for, in his opinion, actions that are disorderly or disruptive in nature.

Article VI. Executive Board

Section A: Definition of Executive Board

The Executive Board shall be a committee of the Alpha, Beta, Pi, Sigma, and Tau whose purpose shall be the review and recommendation concerning those matters brought before it.

Section B: Meeting Times

Executive Board meetings shall be called by the Alpha, or ranking officer, on a weekly basis, unless otherwise specified. The Executive Board shall set the day of the meetings at the beginning of each semester.

Section C: Agreeing on a Recommendation

The Executive Board shall pass a recommendation on all proposals that are brought before it. They shall agree on a recommendation based on a majority vote of its committee members. All members of the committee must be reached for their vote if it may be decisive. The Alpha shall withhold his vote unless it is decisive. Otherwise, there shall be no abstentions. If a brother holds more than one office then he shall have only one vote.

Section D: Colony Action

When the Executive Board passes a recommendation, it shall be brought up verbatim at the succeeding Colony meeting. The Colony shall discuss the recommendation then either accept the recommendation as worded and enact it accordingly, or reject it. If rejected, the Colony may recommend amendments then send the proposal back to the council, or drop the matter entirely. A majority vote will be needed to accept the council's proposal.

Article VII. Committees

Section A: Non-Standing Committees

1. The Alpha, with the input of the individual officers, shall appoint committees as he sees necessary to perform distinct duties. All such committees shall be supervised by the Executive Board and chaired by an active brother in good standing appointed by the Alpha.

Section B: Standing Committees

1. Social Committee: Responsible for the Colony social calendar that shall be submitted for approval no later than two weeks before the proceeding semester.
2. Philanthropy/ Community Service Committee: Responsible for the organizing and planning of philanthropic and community service events.
3. Scholarship Committee: Responsible for the success of the scholastic program which includes, but is not limited to, academic teams, implementing and updating the Arches Development program, and the Pillars program.
4. Recruitment Committee: Responsible for organizing various recruitment events throughout the semester.
5. Bylaws Review Committee: Responsible for the review and update of the Colony bylaws as needed. The committee shall meet at a minimum of one time per academic year. The Sigma shall chair the committee to ensure compliance with all rules and regulations that govern the Colony.

Article VIII. Finances

Section A: Chapter Accounts

The Chapter shall have one primary account for dues. Secondary accounts may also be established for large fundraising, philanthropic or community service projects, and the Colony reserve savings.

Section B: Bills

1. Collection of Bills: The due date for bills shall be set by the Tau. If a payment plan is approved by the Tau the brother is subject to a new set of due dates. Everyone must pay his bill by this date or he will be penalized **10% late fee** that is not appealable. Every two weeks thereafter, he will be penalized another un-appealable **5% late fee** until he either pays his bill in full or makes arrangements with the Tau. In order to avoid the late fee, any member who will not be able to pay his bill on time due to extenuating circumstances must inform the Tau in writing before the due date and obtain from him a date when they can meet and draw up an individualized installment plan. This date will be no later than one week after the due date. A collection agency may be used to assist the Tau. The Tau must submit all of these plans to the Alpha for approval.

2. Changes in Dues and Assessments: Resolutions that deal with changes in membership fees and/or any assessments must be approved by a **two-thirds of the active brotherhood**. Resolutions must be submitted to the Colony a minimum of two weeks before the vote to insure thorough discussion.

Section C: Fines

1. Failing to complete an Assigned Duty: Failure to complete assigned duties on time will be handled in the following manner:

a. Any brother who is delinquent in completing an assigned duty is subject to the appropriate monetary fine previously accepted by the Colony for failure to complete that duty.

b. In order to waive the monetary fine, it is the delinquent brother's responsibility to meet with the officer under whose authority the fine falls within forty-eight hours of the occurrence. At this meeting, the officer and brother will attempt to reach an agreement on a substitute duty and a completion date for this duty. If an agreement is made, the officer will announce the substitute duty and its completion date at the next Colony meeting.

c. If by the next Colony or Executive Board meeting no agreement is made, the officer will propose a substitute duty and a date for completion. The Colony will then decide either to accept this substitute duty or propose a duty and completion date of its own choice. The brother in question must follow the decision of the Colony or pay the appropriate fine by the completion date.

d. The period of time to complete any substitute duty shall not exceed two weeks.

e. In the event that the delinquent brother either fails to meet the deadline assigned to the substitute duty or fails to pay the monetary fine by this same deadline, he immediately loses his voting privilege. This action is not appealable. The brother may not go before the officer concerned or the Colony to receive a new assignment. The brother's voting privilege will be reinstated upon payment of his monetary fine. Any fine left unpaid leaves a brother delinquent in his account with the Colony. Upon conclusion of the semester any brother who is delinquent on their account to the Colony shall be recommended for a suspended status.

2. Schedule of Fines: All fines not mentioned in these bylaws must be proposed in a Colony and Executive Board meeting prior to their implementation and are subject to Colony approval. Each approved fine will be listed in the schedule of fines below: (Excused absences are allowed without punishment if approved by the Alpha)

a. Missing Mandatory Recruitment \$20/day missed

b. Missing Initiation Event \$50/event missed

c. Missing Mandatory Social Event \$10/occurrence

d. Property Damage (Meet with Theta within 48 hrs.) (Full liability) + \$50 or 25% of the price of the item, whichever is lower, for each week the item isn't replaced (if the Theta is notified within 48 hrs.)

e. Failure to Meet Philanthropy Requirement \$10/hour short of requirement

f. Delinquent in Dues Payment See Article VIII, Section A, sub-section 1.

g. Missed Mandatory Meeting Fine \$15/occurrence, with one forgiven absence per semester

Article IX. Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order shall govern the Colony 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 Colony may adopt.

Article X. Conflict Resolution

Section A: Internal Efforts

1. Any conflict within the membership of the Colony that warrants, at the discretion of the Alpha, an open discussion of all members, there will be a meeting called no sooner than 2 days and no later than 10 days, depending upon the severity of the conflict, and at the discretion of the Alpha, from the onset of said conflict.

2. All situations denied immediate response will be discussed so long as the majority vote of active brothers present is in favor of the discussion.
3. Discussion will be overseen by the Alpha in an orderly fashion.
4. The Alpha alone possesses the right to either move to close the floor on grounds of reaching a resolution, or move to close the floor on grounds of failure to reach a resolution. The Alpha's motion requires 2/3 vote of active brothers present to pass. Objections will be dealt with in accordance to ARTICLE V, Section H.
5. In the event that the Alpha is directly involved with the conflict, then the next highest ranking officer not involved with the conflict will take on the duties of the Alpha as described above.

Section B: External Efforts

1. In the event of failure to resolve the conflict within the Colony, an appropriate source outside of the Colony will be sought for advice.
2. Adhering to advice received by the outside source, both the Colony and the outside source will work together to bring about a suitable resolution.

Section C: Judicial Board

1. The purpose of the Judicial Board will be to present an alternate means of resolving Colony conflicts internally when said conflict appears to be more than the Executive Board can easily resolve in an open discussion.
2. Membership for the Judicial Board will be determined as follows:
 - a) The Judicial Board shall consist of five members at large and the Beta of the executive board to oversee the process, in good standing, of the Colony, representing at minimum 2 graduating classes, in such instances where there is not 2 graduating classes present, the graduating class with the majority of members shall fill the vacant position. The Chair of the Judicial Board shall be appointed by the executive board, and shall be approved by the Colony with a 2/3 majority of votes cast at a regular Colony meeting, or at a special meeting called for this purpose, with a quorum being present. The Chair shall appoint each member, and all shall be approved by a majority of votes cast at a regular Colony meeting, or at a special meeting called for this purpose, with a quorum being present. The Chair and members shall serve their term for a full calendar year, for each case brought before the Judicial Board.
 - b) In the event that the case brought before the Judicial Board directly involves one of the members, then he will be removed and another brother in good standing, elected by majority vote of active brothers in good standing present, will replace him.

c) The Alumni Advisor or Assistant Alumni Advisor will act as the judge during these proceedings, in the absence of the Alumni Advisor the senior member shall act as the judge, in which case that vacant position will be replaced by a voted on member of the Colony. In the case of the senior member being involved by the charges, the next senior member shall take his place as judge and so on following the order in which the officers are elected until a suitable judge can be found.

3. Complaints

a) Complaints: any member of the Colony against any other member may file Complaints.

b) Form and Timing: Complaints must be in written form and signed by the accusing individual(s). Complaints must be based on fact. Complaints shall contain a description of the incident, the parties involved, rules in question, and witnesses to the incident. Complaints shall be filed to the Colony Alpha. In the event that the Alpha is filing a complaint, or one is being filed against the Alpha, it shall be filed with the Beta.

4. The process of the Judicial Board is as follows:

a) The member brought on charges will either accept or refute the charges, if he accepts he will state the reasons for his actions. If he refutes the charges he can present his case to the Judicial Board, calling witnesses as necessary.

b) Witnesses and all members involved shall be sworn to secrecy about the proceedings of the trial. Excepting instances where outside institutions or people need to be contacted to enact the resolution.

c) The Sigma, or in the event that he is replaced, the brother elected to take his place, will keep thorough records of all meetings and investigation procedures of the Judicial Board during the proceedings.

d) Each case will be closed when the Judicial Board has reached a suitable resolution agreed upon by majority vote or when by unanimous vote the Judicial Board agrees that no fair resolution can be reached.

e) The Alumni Advisor has the ability to veto the decision of the Judicial Board. In the event that the Judicial Board feels that the Alumni Advisors veto is mistaken, they shall confer with the Alumni Advisor and try to reach a solution. If unable to reach a solution the matter shall be taken before all active brothers of the Colony to be decided on.

5. The Judicial Board shall be at recess during Institution breaks, holidays, and at other times as the Alumni Advisor sees fit.

Section E: Report of Resolution

1. Upon resolution of the conflict, either internally or externally, all appropriate outside sources will be contacted and informed, in detail, of all conflicts and steps taken by the Colony to reach an accepted resolution.
2. Upon voting a conflict to go before the Judicial Board, all appropriate outside sources will be contacted and informed of the decision and thereafter updated weekly until the case is closed.
3. All final resolutions will be brought before the Colony in full detail.

Article XI. Appeals

1. **Appealing:** Appeals may be filed with the Colony Alpha within 48 hours of the decision of the Judicial Board. An accused party may appeal the decision of the Judicial Board, or the penalty assessed by the Judicial Board. The Executive Board shall decide if the appeal warrants action by the Colony. Should the Executive Board decide that Colony action is warranted, the appeal shall be brought before the Colony at the next regularly scheduled Colony meeting. In the event of a new member filing an appeal, a special appeal meeting, at which a quorum of Active Members are present, shall be held.
2. **Appeal Process:** At the Colony meeting at which the appeal will take place, the Chair shall report the findings of the Judicial Board again. This shall involve reading either the full or condensed versions of the report of findings. Then, the complainant shall explain to the Colony why they filed their complaint. Next, the accused party shall be given time to speak. He shall explain to the Colony the reasoning behind his appeal. Lastly, the floor shall be open for questions to the Chair, complainant, or accused. After time for questions has been closed, the Colony shall immediately vote by secret ballot to uphold or overrule the decision of the Judicial Board. A decision may be overruled by a 2/3 majority of votes cast, a quorum being present. Should the Colony overrule a decision of or penalty assessed by the Judicial Board, the complaint against the accused shall be dropped.

Article XII. Chapter Membership Agreement

1. Membership agreements are required to be signed and turned in with new member fees.

Article XIII. Brotherhood Point System

1. Brotherhood points shall be administered on the following system:
 - a) Points for maintaining good standing with the chapter
 - 5 points per semester
 - b) Points for meeting attendance
 - 1 point for every Colony meeting attended

c) Points for positions (per semester)

- Alpha 12 points
- Beta 10 points
- Pi 8 points
- Tau 8 points
- Sigma 8 points
- Upsilon 8 points
- Iota 8 points
- Theta 8 points
- Other offices 4 points

2. Points for membership in other school organizations (per semester)

- Membership in another organization 2 points
- Leadership position in another organization 4 points

3. Points for being on a national committee

- 5 points per semester

4. Points for semester grades

- Under a 2.5 (0) points
- 2-5-2.99 (2) points
- 3.0-3.49 (4) points
- 3.5-3.99 (6) points
- 4.00 (8) points

5. Points for athletics

- 2 point for every intramural team a member is on
- 5 point for every club team a member is on
- 10 points for every collegiate team a member is on

6. Points for attending social events

1 point for every social/brotherhood events attended

-1 point for every unexcused absence for not attending a mandatory social event

6. Points for community service

- 2 points for first 16 hours of community service
- 2 points for every next 4 hours of community service after the initial 16 hours
- -2 points for every unexcused absence of a Colony community service project

7. Points for Financial responsibility

- 3 points for having a zero balance and dues paid on or before the due date
- -1 point for every week that dues or fines are late
- -1 for missing a payment on a member payment plan

8. Brothers need to maintain 50 points per semester or will face ruling by Judicial Board

9. All points will be reviewed by the Judicial Board

Article XIV. Permanent Resolutions

Resolution 1 – Rules

Rule 1 University rules regarding Fraternities shall be enforced by the Alpha.

Rule 2 It is not the object of this Article to dictate the morals of the members of this Colony, but rather to guide the members to a better and cleaner life as set forth in Article II of the Constitution.

“The Objects of this Fraternity shall be the promotion of good fellowship and the cultivation of the social virtues among its members; the protection of the just rights and of the best interests, present and future, individual and collective, of all those who shall be associated together as members of this Fraternity; the encouragement of good scholarship and breadth of training for its members; and cooperation in the educational and cultural programs of institutions of higher education in which Chapters are located.”

Rule 3 Any action of the Alpha can be overruled by a majority vote of the Colony at a regular meeting.

Rule 4 There shall be a roll call at the beginning and end of each meeting. A fine of five dollars shall be imposed for absence from either roll call. Fines may be suspended at the discretion of the Alpha.

Rule 5 Carbon copies of the Colony correspondence together with copies of all communications or records made, sent or received by any member of the Colony, having any bearing on Colony affairs shall be filed by the Sigma. Under no circumstances shall anyone permanently remove or destroy any of the above-mentioned material without first advising and receiving permission from the Alpha and Colony Advisor.

Rule 6 A member who creates a public disturbance or incident which results in damage to any property shall pay for all repairs, perform an additional five hours of community service, write a statement of apology, and, at the discretion of the Judicial Board, attend at least two counseling sessions, relating to the incident, offered by the Institute. It shall be the duty of the Alpha to present the issue to Judicial Board for consideration.

Rule 7 A member who creates a public disturbance or incident while under the influence of alcohol shall perform an additional five hours of community service and attend at least two counseling sessions, relating to the incident, offered by the Institute. It shall be the duty of the Alpha to present the issue to Judicial Board for consideration.

Rule 8 A member who instigates a fight or strikes a non-member of the Fraternity while on the campus of the Institute or during a Colony event shall perform an additional five hours of community service and attend at least two counseling sessions, relating to the incident, offered by the Institution. It shall be the duty of the Alpha to present the issue to Judicial Board for consideration.

Rule 9 A member who blatantly disrespects, through multiple, recurring incidents or one incident large enough to warrant the Judicial Board's involvement, another member shall write a statement of apology to the person(s) involved and submitted to the Sigma and Alpha, which shall be read in front of the Chapter. It shall be the duty of the Alpha to present the issue to Judicial Board for consideration.

Rule 10 A member who has shown insubordinate action(s) against a Judicial Board decision shall be brought up for discipline by the Executive Board of the Fraternity, as outlined in Act 16 of the Constitution and Acts of the Fraternity

Rule 11 A member who does not meet the 8 service hour minimum set by the Colony for a semester shall have an additional requirement of service hours. The number of hours shall be double the amount which he did not complete in the previous semester to meet the requirement. If the member failed to complete any service hours, he shall become a Probationary Member.

Rule 12 Under no circumstances shall any act of hazing, sexual assault or harassment, and/or prejudice be tolerated by any member of the Colony. Instances of such actions will be immediately reported to the proper third party and to the Alpha who will disseminate the

information to either the Judicial Board for action or to whomever he deems necessary to insure compliance.

Resolution 2 – Awards

1. The Brother of the Month Recognition is to be awarded to the member who has rendered service to the Colony above and beyond with no intention of personal gain.
2. The New Member of the Week is to be awarded to the new member who has rendered service to the Colony above and beyond with no intention of personal gain.
3. The Scholarship Award is to be awarded to the team of members who have contributed the highest collective GPA.
4. Scholastic Awards
 - a. There shall be one scholastic achievement award presented to members with the highest GPA in each school.
 - b. A dinner shall be awarded to the holders of the highest GPA in the Colony in the given academic year.
5. The Brother of the Year Recognition shall be awarded to the member who has rendered service to the Colony above and beyond with no intention of personal gain and/ or has acquired the highest brotherhood points. This award will be presented at the annual leadership ceremony hosted by the Institution.
6. The Meritorious Service Award shall be awarded to the member who has accumulated the most community service hours. This award will be presented at the annual leadership ceremony hosted by the Institution.