



# ALPHA PSI LAMBDA

NATIONAL, INC.



EST. 1985

## Constitution & Bylaws

2016-2017

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# Constitution and Bylaws of Alpha Psi Lambda National, Inc.

## ARTICLE I: NAME

The name of this organization shall be Alpha Psi Lambda National, Incorporated, an Illinois not for profit corporation (“the Corporation”). It may be referred to in this Constitution and Bylaws as Alpha Psi Lambda National Inc., Alpha Psi Lambda, the Organization or the Fraternity.

## ARTICLE II: PURPOSE

The purposes of Alpha Psi Lambda National, Inc., shall be to:

- A. Serve the university campus and community.
- B. Bring forth on a scholastic level, Hispanics/Latinos and others at the university on the basis of friendship.
- C. Provide a supplementary educational, social and cultural experience for the mutual cultivation of its members.
- D. Advocate for the needs and concerns of the Hispanic/Latino students.
- E. Promote a basis for the diversity of the Hispanic/Latino cultures.
- F. Enhance the educational experience through social and cultural activities, and assist in the development of members’ leadership abilities.
- G. Promote inter-fraternity relations.
- H. Foster positive relations between the Greek system, University/College Administration, and the outside community.

## ARTICLE III: COMPOSITION

The Fraternity shall consist of the Corporation, Chapters and Colonies established and existing from time to time at recognized institutions of higher learning in the United States of America, and the members of the Fraternity. No other corporation, association or other body shall be deemed to be a constituent part of the Fraternity, but nothing in this section shall limit the right and power of one or more members to form any such corporation, association or other entity for assisting the Fraternity or one or more of its active Chapters in achieving the objects of the Fraternity.

## ARTICLE IV: GOVERNING DOCUMENTS

The Constitution and Bylaws of Alpha Psi Lambda National, Inc. (the “Bylaws”) shall be the supreme law of the Fraternity. Except as provided in these Bylaws, the governing law of the Fraternity shall be the resolutions of the National House of Delegates and the resolutions of the National Executive Board, ranking in that order. Any bylaw, regulation, legislation or resolution of any Chapter or Colony of the Fraternity in conflict with any of the foregoing shall be null and void.

## ARTICLE V: MEMBERSHIP

### SECTION 1 MEMBERSHIP REQUIREMENTS

- A. Membership in the Fraternity shall be limited to men and women who have been initiated into the fraternity by a recognized Alpha Psi Lambda Chapter or Colony through the membership intake process.
- B. Individuals may not be members of any other social fraternity or sorority, except those that are honorary or professional.
- C. Alpha Psi Lambda National, Inc. shall not discriminate against individuals on the basis of race, national origin, religion, creed, gender, gender identity, gender expression, sexual orientation, age, military status, marital status or disability.
- D. Members must be in good standing to be active with a Chapter, Colony, the National Alumni Association, an Alumni Club or with the National Office. Good standing shall be defined as being current with paid dues, having no debts outstanding and not under any sanctions prohibiting involvement.

### SECTION 2 TYPES OF MEMBERSHIP

There shall be three classes of membership: undergraduate, members at large and alumni.

- A. Undergraduate Members

1. Undergraduate members must be enrolled at a college or university where there is a Chapter or Colony of the Fraternity.
  2. Undergraduate members will be defined as having active or inactive status.
  3. Members will declare status no later than the third week of class. After the third week of class, all members who have not declared active or inactive status will be considered inactive for the remainder of the term. Once a member is inactive, he/she cannot return to active status until the following term.
  4. Newly initiated members who choose to be active and meet the requirements to be active are considered active for the remainder of the semester/quarter they complete the membership intake process.
  5. Graduate students may be active at the Chapter or Colony provided they meet all requirements.
  6. Active Members must meet the following requirements:
    - a. Be in good standing.
    - b. Attend all meetings.
    - c. Have paid all dues and fines.
    - d. Have a minimum cumulative grade point average of 3.3 on a 5.0 scale or a 2.5 on 4.0 scale.
    - e. Be enrolled in at least 6 credit hours to be considered for active status. Students receiving academic credit for studying abroad will not be considered active members.
  7. Inactive Members
    - a. Inactive members do not meet the eligibility requirements to be active due to grade point average, attendance, payment of dues and/or fines, or falling below six credit hours or are members who meet the requirements but chose not to be active at the Chapter or Colony.
    - b. Inactive members shall not vote at meetings.
    - c. Inactive members are not permitted to speak during meetings with the exception as stated in Article VII. Collegiate Chapters, Section 4 Chapter Meetings, A. Regular Meetings, Number 4.
- B. Members At Large
1. Members who have not received a Bachelor's degree and are no longer attending a four year university OR are enrolled at a four year university in which there is not a Chapter or Colony.
  2. At Large Members shall not vote at meetings. At Large members are not permitted to speak during meetings with the exception as stated in Article VII. Collegiate Chapters, Section 4 Chapter Meetings, A. Regular Meetings, Number 4.
- C. Alumni Members
1. Alumni Members shall be members who have received their Bachelor's degrees or higher and are not active at a Chapter or Colony.
  2. If a member attends graduate school where there is an active Chapter or Colony, that member can elect to be active under the provisions of an active member of Section 2 types of members, Letter A. Undergraduate members or maintain alumni status.
- D. Associate Members
1. Any female or male undergraduate or graduate student enrolled in a college or university that has a Chapter or Colony or are part of a charter of the Fraternity that meets the requirements to apply for membership may be invited by the members of that Chapter or Colony or the National Office in the case of an interest group, to partake in the Membership Intake Process.
  2. To select associate members, at least 75% (3/4ths) of active members must be present. All active members, including the Associate Member Educator and President, vote by secret ballot in person or by proxy. To be accepted, an individual must receive a 3/4<sup>th</sup> majority vote. An individual who does not get accepted, may be voted on a second time, after all eligible candidates have been reviewed. If the individual does not receive a 3/4ths majority vote the second time, the individual will not be permitted to join.
  3. The individuals participating in the Membership Intake Process shall be Associate Members, but shall not be a member of the fraternity nor have rights of membership until initiated as a member.

### *SECTION 3 MEMBERSHIP FOR LIFE*

Membership in Alpha Psi Lambda shall be for life, unless an individual is expelled or resigns from the Fraternity.

### *SECTION 4. EXPULSION*

Any member of the Fraternity may be expelled through the procedures outlined in ARTICLE XI: Standards and Conduct. Any individual who has been expelled shall be ineligible to join or in any way affiliate or be associated with any Chapter, Colony, Alumni Club, the National Alumni Association or the Fraternity.

#### *SECTION 5 RESIGNATION*

A member of the Fraternity may resign his/her membership by submitting a signed resignation form to the National Executive Board. Any individual who has resigned his/her shall be ineligible to join or in any way affiliate or be associated with any Chapter, Colony, Alumni Club, the National Alumni Association or the Fraternity.

### **ARTICLE VI: NATIONAL HOUSE OF DELEGATES**

The legislative powers of Alpha Psi Lambda National, Inc. shall be vested in the National House of Delegates.

#### *SECTION 1 COMPOSITION*

The National House of Delegates shall be composed of: two delegates from each Collegiate Chapter/Colony in good standing; two delegates from the Undergraduate Advisory Council, the voting National Executive Board (as defined under ARTICLE VI, Section 1. Officers. Letter A), all living past National Presidents (as of April 2000, Presidents prior to this date only have the right to speak); and two delegates from the National Alumni Association.

#### *SECTION 2. VOTING*

Each delegate present receives one vote and total delegates present will constitute quorum. Proxies are not allowed.

#### *SECTION 3. RESPONSIBILITIES*

The National House of Delegates shall be vested with the following duties:

- A. Elect the National Executive Board
- B. Grant charters to new Chapters
- C. Amend, alter or revoke any portion of these Constitution and Bylaws
- D. Amend, alter or revoke any portion of the Fraternity Rituals and Traditions Manual, Membership Intake Rituals and Traditions Manual and the Membership Intake Manual
- E. Adopt resolutions concerning matters of interest to the Fraternity
- F. Select recipients of The Noble Order
- G. Revoke, by a 3/4ths vote, any policy or procedure adopted by the National Executive Board

#### *SECTION 4. LOGISTICS*

The National House of Delegates shall be held annually in June at such a time and place as is designated by the National Executive Board. The National Executive Board shall notify each Chapter, Colony and the National Alumni Association at least one hundred and twenty days (120) days in advance of the time and place of the next National House of Delegates.

### **ARTICLE VII: NATIONAL OFFICE STRUCTURE**

#### *SECTION 1 OFFICERS*

- A. National Executive Board (NEB): National President, Executive Vice President, Vice President of Finance, Vice President of Administration, Vice President of Standards and Policy, Vice President of Expansion, Vice President of Alumni Affairs, Vice President Undergraduate Affairs, Vice President of Marketing.
- B. National Committee: Comprised of positions and duties as defined by the National Executive Board in the National Office bylaws.
- C. Regional Boards: The Regional Board structure will include at minimum one Chapter/Colony Director assigned to each Chapter/Colony. Additional positions may be identified and defined by the National Executive Board in the National Office bylaws.
- D. All officers serve without compensation however travel expenses may be compensated.

#### *SECTION 2 ELIGIBILITY*

- A. All officers are members who have ceased to be active members of a Chapter or Colony, are alumni in good standing, and have paid dues to the National office. An officer no longer meeting these requirements is automatically removed from his/her position and the position will be treated as a vacancy.
- B. Each candidate is required to state if she/he has been convicted of a felony in the past five years. She/he will be given an opportunity to provide explanation of the felony. A conviction does not make them ineligible.
- C. Each officer is required to hold at least a Bachelor's degree. Official university documentation of degree must on file with the NEB prior to taking office and prior to the start of the NHOD if running for office. Proof of degree only needs to be submitted once and will be kept on file with the NEB.
- D. The National President and Executive Vice President candidates must have at least two years of NEB experience within the last seven years prior to taking office. If there are no eligible candidates running for office, the position will be treated as a vacancy and will be appointed by the NEB prior to July 1<sup>st</sup>.

### SECTION 3 TERM OF OFFICE

- A. National Executive Board
  - 1. Shall serve a 2-year term beginning July 1<sup>st</sup> through June 30<sup>th</sup> of the following calendar year.
  - 2. The National House of Delegates will elect the National Executive Board.
    - a. First Rotation on odd calendar years: Executive Vice President, Vice President of Finance, Vice President of Standards and Policy, Vice President of Undergraduate Affairs, and Vice President of Marketing.
    - b. Second Rotation on even calendar years: National President, Vice President of Administration, Vice President of Expansion, and Vice President of Alumni Affairs.
- B. National Committee Members shall serve a one (1) year term beginning on July 1<sup>st</sup>.
- C. Regional Boards shall serve a one (1) year term beginning on July 1<sup>st</sup> to align to the academic calendar year.

### SECTION 4 ELECTIONS

- A. Nominations
  - 1. Any member of a Chapter, the National Alumni Association or the National Executive Board may submit nominations.
  - 2. Nominations for the National Executive Board must be submitted 80 days prior to the NHOD to the NEB.
  - 3. Nominations must be announced 75 days prior to the NHOD.
  - 4. A member may be nominated for more than one position.
  - 5. All nominees must accept in order to be a candidate.
- B. Each candidate will be allowed to speak on his/her behalf, including any members not currently part of the NEB that are running for a position.
- C. Each candidate must present a written or verbal speech.
- D. Voting shall be conducted by secret ballot that will be tabulated and verified by the Moderator and a nonvoting undergraduate member.
- E. All positions must be elected by a majority vote.
- F. Elections at NHOD should be held in this order:
  - 1. National President
  - 2. Executive Vice President
  - 3. Vice President of Finance
  - 4. Vice President of Administration
  - 5. Vice President of Standards and Policy
  - 6. Vice President of Expansion
  - 7. Vice President of Alumni Affairs
  - 8. Vice President of Undergraduate Affairs
  - 9. Vice President of Marketing
- G. The National Committee will be appointed by the NEB prior to July 1<sup>st</sup> with a simple majority vote.
- H. Regional Boards will be appointed by the Executive Vice President. Active Chapters are responsible for approving their Chapter Director appointment. Chapter/Colony Director appointments for inactive Chapters or Colonies do not require Chapter/Colony approval.

### SECTION 5 POWERS AND DUTIES

- A. Between NHODs, the National Executive Board shall have full and complete executive and administrative authority, subject to Alpha Psi Lambda policy and procedure. The NEB shall administer, enforce, and carry out the legislative enactments and regulations made by the NHOD. The NEB shall:
1. Manage the national financial policy and financial affairs of the fraternity within the budget.
  2. Approve content and authorize the publication of all handbooks, manuals, forms and other fraternity publications.
  3. Determine the time and location of the National House of Delegates and fraternity conferences and approve all related plans and arrangements.
  4. Develop and coordinate the fraternity's overall public relations program and approve related activities.
  5. Define fraternity regions and the regional board structure to support the entities in the region.
  6. Fill vacancies on the National Office and Undergraduate Advisory Council.
  7. Appoint, or approve the appointment of, standing and special committees, chairpersons, administrative positions to support the National Office, assistant directors, and interns.
  8. Manage all aspects related to preferred vendors that sell and distribute fraternity merchandize and approve all new fraternity merchandise developed
  9. Maintain fraternity incorporation and 501c7 status.
  10. Oversee the fraternity expansion policy.
  11. Adopt policies and procedures not inconsistent with these Constitution and Bylaws, Fraternity Rituals or Traditions, or resolutions adopted by the National House of Delegates, as shall be necessary or appropriate for the welfare of the Fraternity.
- B. NEB Duties
1. National President
    - a. Serve as spokesperson for the Fraternity
    - b. Oversee National Board officers, projects and initiatives
    - c. Chair all National Executive Board meetings
    - d. Serve as the NALFO representative
    - e. Serve as an ex-officio member of the National Foundation of Alpha Psi Lambda.
  2. Executive Vice President
    - a. Manage recruitment and staffing of national office volunteer positions
    - b. Oversee national membership development programs and initiatives
    - c. Oversee the National Committee
    - d. Coordinate and plan the National House of Delegates and Fraternity Conferences
    - e. Shall assist the National President with his/her duties and take over in the National President's absence
  3. Vice President of Finance
    - a. Prepare and maintain all financial documents including financial statements
    - b. Develop annual budget
    - c. File State and Federal taxes and correspond with the IRS
    - d. Manage national financial policy and procedures
    - e. Review and make recommendations to the National Executive Board regarding changes in the dues amount and structure
    - f. Serve as a resource to Chapters/Colonies for financial matters
    - g. Maintain documentation necessary for 501c7 status
  4. Vice President of Administration
    - a. Prepare agendas for National Board meetings
    - b. Record meeting minutes and distribute to the National Board
    - c. Maintain fraternity records; update fraternity documentation and distribute as needed
    - d. Record and distribute the NHOD minutes
  5. Vice President of Standards and Policy

- a. Develop and enforce Risk Management policies
  - b. Promote education and awareness of Risk Management through training and informational resources
  - c. Correspond with the Insurance Company
  - d. Oversee any National Office or committee appointed investigations
  - e. Approve corrective action issued by Regional Boards for Chapter/Colony operational issues and minor policy violations
6. Vice President of Expansion
    - a. Research and pursue expansion opportunities
    - b. Oversee all chartering and recolonization activities
    - c. Communicate with University administration to understand expansion policies and recognition process
  7. Vice President of Alumni Affairs
    - a. Responsible for promoting programs and activities to engage and inform alumni.
    - b. Oversee the National Alumni Association including activities related to the establishment of new alumni clubs.
    - c. Coordinate Alumni programs, networking events and social activities
    - d. Provide the NEB with insight and feedback from the alumni perspective
  8. Vice President of Undergraduate Affairs
    - a. Oversee and advise Regional Boards
    - b. Provide training to Regional Boards
    - c. Provide undergraduate resources to related to fundraising, programming, community service and chapter/colony operations
  9. Vice President of Marketing
    - a. Prepare and distribute fraternity press releases and newsletters
    - b. Provide oversight of fraternity social media and marketing materials.
    - c. Maintain and enforce Fraternity branding and marketing standards.
- C. National Committee
1. Comprised of positions and duties as defined in the National Office bylaws.
- D. Regional Boards will be defined by the National Executive Board and duties shall include:
- a. Assist and advise the collegiate Chapter/Colony
  - b. Act as a liaison between the National Office and the Chapter/Colony
  - c. Communicate with the Chapter/Colony and conduct formal visits
  - d. Address and issue disciplinary action if necessary for Chapter/Colony operational issues and minor policy violations with approval of the National Vice President

#### *SECTION 6 VACANCIES*

- A. If a position becomes vacant on the National Executive Board, the National Executive Board will appoint an individual to fill the vacancy within 45 days for the remainder of the term provided the eligibility requirements under Section 2. Eligibility are met.
- B. If a position becomes vacant on the National Committee or Regional Boards, the National Executive Board will appoint an individual to fill the vacancy with 45 days for the remainder of the term.

#### *SECTION 7 REMOVAL FROM OFFICE*

- A. Any National Officer may be removed from office for any of the following reasons:
  1. Non-performance of duties, including:
    - a. Unexcused absences or excessive absences from meeting
    - b. Failure to submit reports
  2. Performing in violation of fraternity policies.
  3. Conduct not befitting an officer of the fraternity.
- B. Removal of an NEB officer, Regional Board member or National Committee Member

1. Any National Office member, active recognized National Alumni Association member or active collegiate Chapter member may initiate removal procedures.
  2. Official written notice via email of motion to remove must be presented to the National Executive Board.
  3. The National Executive Board shall notify the Officer in question and all NEB officers within 3 days of receiving the notice.
  4. The NEB and the officer in question should be notified of the motion to remove, and the date and time of the meeting when it will be discussed at least 5 days before the vote.
  5. The vote to remove the officer must take place no later than 30 days after receipt of the written notice.
  6. The officer in question does not need to be present during the vote.
  7. A two-thirds majority of the NEB is needed to remove the officer from his/her position.
  8. Written notice via official email must be presented to the Officer in question within three (3) days of the vote.
  9. Vacated offices will be filled as stated in Section 6. Vacancies.
- C. Removal of a Chapter/Colony Director
1. Any NEB Officer or an active member of the Chapter/Colony the Chapter/Colony Director serves may request removal of the Chapter/Colony Director.
  2. A removal request should be submitted to the Executive Vice President or originate from the Executive Vice President directly.
  3. The Executive Vice President shall notify the Chapter/Colony Director in question within three (3) days of receiving the notice.
  4. The Executive Vice President will determine if the Chapter/Colony Director should be removed. The decision to remove must be made within ten (10) days receiving the notice.
  5. Written notice via official email must be presented to the Chapter/Colony Director in question within three (3) days of the decision being made.
  6. Vacated offices will be filled as stated in Section 6. Vacancies.

## **ARTICLE VIII: COLLEGIATE CHAPTERS**

The collegiate Chapters are granted charters by National House of Delegates after completing the chartering process. It is composed of the initiated members of the fraternity who are enrolled at the collegiate institution where a charter has been granted. The charter binds the Chapter to obey and uphold the laws of the fraternity. Collegiate Chapters may enact such laws and bylaws for its own government that are not in conflict within the Constitution and Bylaws of the fraternity.

### *SECTION 1 NAME*

The Chapters shall be named by the letters of the Greek alphabet, with the first chapter being Alpha, until all single letters have been used. Omega will be reserved for members that have passed away. The next series of chapters shall use the prefix Alpha, with the first chapter of that series being Alpha Alpha, then Alpha Beta, etc., followed by a series using the prefix Beta, with the first chapter of that series being Beta Alpha, then Beta Beta, etc. Succeeding series of chapters shall have prefixes established in the order of the Greek alphabet. The same name shall not be given to more than one Chapter, and the name once given to a Chapter at a particular institution shall not be withdrawn from that institution.

### *SECTION 2 EXPANSION*

A group intending to become a new Chapter of the Fraternity must undergo a probationary period during which they will be known as a colony of the Fraternity. Colonies shall be designated by the name of their respective institution of higher learning. The Fraternity shall seek to expand by establishing new Chapters, and for this purpose the National Executive Board shall have the authority to establish colonies at four-year undergraduate educational institutions in accordance with all related policies and procedures. Before any colony of the Fraternity shall be established, the National Executive Board, by a 2/3rds vote shall approve the campus as a site for expansion and the group seeking colony status. Colonies are subjected to all of the policies and procedures of the fraternity. A Colony shall cease to exist upon the granting of a charter as a Chapter of the Fraternity or upon dissolution.

### *SECTION 3 GRANTING OF CHARTER*

- A. Any new Chapter will be considered a Colony until formally recognized and granted its charter by the National House of Delegates.
- B. While under probation the Colony will not have voting rights, active status, or be permitted to charter however it will be permitted to speak at the National House of Delegates.
- C. In order to be granted a charter, the Colony must submit a petition at least 75 days prior the National House of Delegates.
- D. The petition will demonstrate how each requirement has been met or how it will be met by the National House of Delegates if not complete at time of petition.
- E. The Colony must meet the below requirements by the date of the National House of Delegates prior to the charter being granted.
  1. Be recognized and meet all the eligibility requirements of their respective university.
  2. Have at least 6 active members at time of petition and expect at least 6 members to be active the following term.
  3. Establish a chapter bank account and have a minimum of \$500 in the account.
  4. Cross a total of 13 members (including the founding line).
  5. Complete a minimum of 25 hours of community service with at least  $\frac{1}{2}$  the active membership participating in the community service.
  6. Complete the new chapter education process as outlined by the National Office.
  7. Pay required dues.
  8. Submit all necessary paperwork to the National Office.
  9. The colony must submit quarterly reports (four times per year) to the National Office and have a Colony Director assigned to them.
- F. A three-fourths ( $\frac{3}{4}$ ) majority vote by the National House of Delegates shall be required to grant a charter to a chapter thereby giving it full fraternity rights, active chapter status and its chapter name as outlined in Section 1 Name. If multiple Colonies have petitioned, they will be voted on in order of crossover date of the founding line (founding date) with the oldest being voted on first; thereby granting the chapter name in chronological order.
- G. If the Colony is not granted its charter at the National House of Delegates, it may petition to be granted a charter at a future National House of Delegates.
- H. Colony founding members will be considered Chapter founding members upon recognition of the Chapter.
- I. If the Colony does not become a Chapter, and is reestablished at a later date, the new line will not be considered founders.

#### SECTION 4 CHAPTER STATUS

- A. Active/Inactive Status
  1. Active status is defined as:
    - a. Having a membership of 6 or more actives at all times or meeting the University membership minimum for student organizations if higher.
    - b. Having paid Fraternity Dues.
    - c. Inducting members into the fraternity at least once an academic year.
    - d. Pursuing and maintaining a co-ed active membership.
    - e. Completing the minimum community service requirements.
    - f. Following all university and fraternity policies and procedures.
    - g. Being in good standing with the fraternity and maintaining a faculty advisor.
  2. The National Executive Board may deem a Chapter inactive by a simple majority vote if it does not meet any or all of the above requirements.
  3. Any Chapter facing the possibility of becoming inactive will be reviewed by the National Office. If the National Office determines there is a need, they will actively monitor and assist the chapter as they see fit.
  4. If a Chapter becomes inactive, they may face any or all of the following as deemed appropriate:
    - a. Prohibited from the membership intake process.
    - b. Membership intake process to be monitored by the National Office.
    - c. Revitalization of the Chapter: Membership intake process conducted by the NEB, the National Alumni Association, another Chapter or a committee appointed by the NEB.

- d. Revoked vote at NHOD.
  - e. Social probation as determined by the National Office.
  - f. Re-colonization of a Chapter: Utilized when a Chapter has no members on campus or there have been no active members on campus for more than one (1) year.
5. Once the chapter has demonstrated it meets the active member requirements, the National Executive Board will reinstate the Chapter's active status by a simple majority vote.
- B. Reorganizing of a Chapter  
When a Chapter has continued disciplinary problems, experiences a serious act of negligence or becomes an extreme liability to the fraternity, the National Executive Board may consider a reorganization of the Chapter. This process is used to determine which undergraduate members may continue to be active with the chapter and which will be requested to separate from the Chapter by being given Member At Large status.
1. Under certain circumstances with just cause, the National Executive Board by a three-fourths (3/4) majority vote may institute a reorganization of any Undergraduate Chapter.
  2. The National Executive Board shall appoint a committee which may or may not include Alumni members of the Chapter to undertake such reorganization.
  3. The reorganization committee shall have full power and authority to direct and manage any or all of the operations of the Chapter.
  4. In connection with the reorganization of any Chapter, the reorganization committee may declare any Undergraduate Member of that Chapter to be a Member At Large.
- C. Suspension  
The National Executive Board, by a 3/4ths vote may temporarily suspend the charter and any or all of the operations of any Chapter of the Fraternity. Any member of that Chapter or alumni member of the Chapter may appeal such suspension to the next National House of Delegates whose decision shall be final.
- D. Revocation  
The National Executive Board by a 3/4ths vote may revoke the charter and dissolve the operations of any Collegiate Chapter of the Fraternity. Any Member of that Undergraduate Chapter or Alumni member of the Chapter may appeal such revocation of the charter to the next National House of Delegates whose decision shall be final.
- E. Dissolution  
In the event that a charter of any Alpha Psi Lambda Chapter is revoked or suspended for any reason, or the Chapter becomes dormant, all property, real and personal, belonging to the chapter and the fraternity shall be held in trust by Alpha Psi Lambda National, Inc. until the chapter is reactivated. Once the Chapter is reactivated at the University, the trust relationship shall terminate and the property shall be used for the benefit of the Chapter. In the event that the Chapter is not activated within ten (10) years at the end of said term, this trust shall terminate and the property shall be transferred to the national account for use in its sole discretion.
- F. Reactivation  
The National Executive Board by a 3/4ths vote shall have the right to reactivate any charter that has been suspended or revoked.

#### *SECTION 5 CHAPTER/COLONY MEETINGS*

- A. Regular Meetings
1. Regular meetings of Alpha Psi Lambda National, Inc. shall be held weekly during the school year.
  2. Regular meetings can only be canceled by the President.
  3. Non-members and associate members cannot attend regular meetings unless under invitation of the Executive Board.
  4. Guest speakers (alumni, inactives, others) can be granted permission to speak during the meeting by the e-board. This should be for general announcements, information sharing, etc. not to participate in discussion on motions or other fraternity business.
  5. The creed will begin each meeting and the vow of commitment will close each meeting.

- B. Special Meetings
  - 1. Special meetings may be called by the President upon request from any active member, Officer, Advisor, or in extraordinary circumstances as approved by the Executive Board.
  - 2. Executive Board meetings shall be open to active members, but only the Executive Board shall have a vote.
- C. Attendance
  - 1. Each active member shall attend all meetings.
  - 2. The President or Internal Vice President may excuse a member from a mandatory chapter/colony function upon request prior to the scheduled event.
  - 3. Any member not present at a regular meeting shall be fined unless the President or Internal Vice President has been notified prior to the meeting.
  - 4. The President shall have the authority to decide whether or not the absence of a member is excused.
- D. Voting Procedures
  - 1. The voting body of Alpha Psi Lambda shall consist of active members only. Each member carries one vote.
  - 2. A quorum of two-thirds the total number of active members must be present in order to vote on any issue.
  - 3. Voting is done either in person or by written proxy turned in to the President prior to the meeting.

#### *SECTION 6 SELECTION & DUTIES OF OFFICERS*

The elected and/or appointed officers of an Alpha Psi Lambda National, Inc. Chapter/Colony shall be known as the Executive Board.

- A. Membership
  - 1. The voting members of the Executive Board shall consist of the President, Internal Vice-President, External Vice-President, Secretary, and Treasurer.
  - 2. Non-voting members of the Executive Board shall include the Associate Member Educator, Social Chair, Historian, Community Service Chair, Recruitment Chair and any other appointed personnel deemed necessary by the Executive Board.
  - 3. Chapters/Colonies that do not have enough members to fill all positions outlined in Letter F. Individual Officers, must at a minimum, fill the President, Internal Vice President, Secretary, Treasurer and Associate Member Educator positions. The Chapter/Colony can then determine, based on membership size, what additional positions to fill.
- B. Term of Office
  - 1. President, Internal Vice President, External Vice President, Secretary, Treasurer and Associate Member Educator shall serve 1 year terms.
  - 2. All other officers serve the terms as defined in the Chapter/Colony bylaws.
- C. Eligibility

The requirements of eligibility for an Officer shall be the following:

  - 1. No candidate for an officer position shall expect graduation before expiration of the term.
  - 2. All Officers of the Executive Board shall be active members in good academic standing. Any officer no longer meeting the requirements of active membership is automatically removed from his/her position and the position will be treated as a vacancy.
  - 3. To be eligible for President or Associate Member Educator, a member must have served as an active member for at least one year prior to taking office. If there are no members whom are eligible to fill the position or members that are eligible do not want to hold the position, an individual with less the one year of activeness may run for office or be appointed by the e-board.
  - 4. Members cannot hold more than one of the following Executive Board positions: President, Internal Vice President, External Vice President, Treasurer, or Secretary or Associate Member Educator, unless there are no other candidates available.
- D. Executive Board Duties and Powers
  - 1. Carry out all Fraternity policies and procedures.
  - 2. Research and prepare appropriate programs and initiatives for presentation to the membership.
  - 3. Present reports during Chapter/Colony and Executive Board meetings.
  - 4. Supervise all projects, initiatives and committees.
  - 5. Attend all meetings of the Executive Board.

6. Recommend term membership dues.
- E. Individual Officer Duties
1. President
    - a. Act as the principal spokesperson and representative for the Chapter/Colony
    - b. Oversee operations of the Chapter/Colony and executive board officers in accordance with established policies, procedures and programs.
    - c. Preside over all Chapter/Colony, executive board and special meetings.
    - d. Delegate duties to members and oversee the execution of these duties.
    - e. Appoint all non-elected officers and committee members.
    - f. Vote only in the event of a tie.
  2. Internal Vice President
    - a. Oversee internal operations of the Chapter/Colony including supervision of committees and completion of projects.
    - b. Manage the Chapter/Colony academic program and monitor academic progress of active members.
    - c. Assist the president in carrying out his/her duties and responsibilities.
    - d. Shall take over the duties of the president, in the president's absence.
    - e. Issue warnings to members who have either not paid dues or fines or not complied with attendance or academic requirements.
  3. External Vice President
    - a. Responsible for all external Chapter/Colony communication including event invitations to other organizations and Chapters/Colonies and creation and distribution of press releases.
    - b. Responsible for all outside fraternity publicity, marketing materials and social media.
    - c. Preside at meetings in the absence of the President and Internal Vice President.
  4. Treasurer
    - a. Collect all dues, fees, fines and assessments.
    - b. Maintain accurate financial records of the Fraternity.
    - c. Prepare a budget each term and present it to the Executive Board and Chapter/Colony membership.
    - d. Prepare and present a written, detailed financial statement to the fraternity at the end of each term.
    - e. Report members who fail to pay dues and fines to the President and the Internal Vice President.
  5. Secretary
    - a. Record minutes for meetings and distribute to the Chapter/Colony and Chapter/Colony Director.
    - b. Responsible for internal Chapter/Colony communication including notifications of meetings and chapter events.
    - c. Maintain secure, updated and organized chapter/colony records and documentation of meeting minutes, member attendance, fraternal correspondence, member contact information, Chapter/Colony bylaws, Fraternity calendar, and historical documentation.
    - d. Compile and submit all Fraternity paperwork.
    - e. Pick up and report on any postal mail received in the Chapter/Colony mailbox.
  6. Associate Member Educator
    - a. Oversee the membership intake process in accordance with the Membership Intake and Rituals/Traditions Manuals.
    - b. Coordinate with the Recruitment Chair to organize recruitment events.
    - c. Keep membership informed on the progress of the associate members and any related issues or concerns.
    - d. Appoint the Assistant Associate Member Educators and Associate Member Parents (Bigs) with the approval of the executive board.
    - e. Delegate duties and responsibilities as needed to the Assistant Associate Member Educator(s).

- f. If the term of the AME expires while the current membership intake process is still in progress, the AME will continue to serve as the AME for that line provided he/she meets the requirements of being an active.
  7. Social Chair
    - a. Oversee all social events and programs sponsored by the Chapter/Colony.
    - b. Coordinate with External Vice President to produce invitations and publicity materials.
    - c. Preside over the social committee.
    - d. Ensure all fraternity sponsored events adhere to the Risk Management Policy.
  8. Historian
    - a. Ensure member rituals and traditions are conducted accordingly.
    - b. Maintain written and photographic records of Chapter/Colony activities, events, occurrences, awards, achievements and honors.
    - c. Obtain, collect and preserve all historical items and keep in suitable storage or display areas.
    - d. Keep a record of all undergraduate and alumnus members including line name, crossover dates and contact information.
  9. Community Service Chair
    - a. Coordinate and oversee all community service events and programs.
    - b. Track all AM and Member community service activities and hours.
    - c. Submit documentation of each member's hours and Chapter/Colony service projects to the National Office each term.
  10. Recruitment Chair
    - a. Organize and coordinate all recruitment activities year around.
    - b. Ensure individuals that are interested in the fraternity but are not currently eligible to join are invited to events, participate in study hours and receive communication from the Chapter/Colony.
    - c. Train and coach members to effectively recruit.
- F. Elections
1. Elections must occur annually.
  2. Nominations
    - a. A member may be nominated for more than one position.
    - b. A member may nominate him/herself.
    - c. All nominations must be seconded.
    - d. All nominees must accept in order to be a candidate.
    - e. If a candidate is studying abroad, participating in an internship or cannot be present at time of nominations for whatever reason, he/she may send a nomination to the President prior to nominations. If the nomination is seconded, he/she will be permitted to run.
  3. Each candidate will be allowed to speak on his/her behalf, including any inactives that are running for a position.
  4. Each candidate must present a written or verbal speech.
  5. Only current actives may vote during the election. The president only votes in the event of a tie.
  6. Voting is done either in person or by written proxy turned in to the President prior to the meeting. Absentee voting is not permitted.
  7. Voting shall be conducted by secret ballot that will be tabulated and verified by the president and secretary.
  8. Elections should be held in this order:
    - a. President
    - b. Internal VP
    - c. External VP
    - d. Treasurer
    - e. Secretary
    - f. AME
    - g. All other positions as deemed by the Chapter/Colony.

9. Individuals running for two or more of these e-board positions: President, Internal, External, Treasurer, Secretary or Associate Member Educator will have their names removed from the lesser position if elected for an above position.
10. All elected positions must be voted in by a simple majority vote. If needed, a run off should be conducted with the two candidates who received the highest amounts of votes.

#### G. Removal From Office

1. Any Officer may be removed from office for any of the following reasons:
  - a. Non-performance of duties, including unexcused absences from more than (2) meetings of the Executive Board.
  - b. Conduct not befitting an officer of the fraternity.
2. Any active member of the Chapter/Colony may initiate removal procedures.
  - a. Written notice of motion to remove must be presented to the Executive Board.
  - b. Executive Board shall notify the Officer in question.
  - c. Executive Board shall notify the active membership of the motion to remove within one week of receiving the written notice.
3. General assembly will vote on removal.
  - a. Vote to remove must take place no later than two weeks after receipt of written notice.
  - b. Vote shall be by secret ballot.
  - c. Two-thirds majority needed to remove from office.
4. Written notice of results must be presented to Officer in question within forty-eight hours.

#### H. Resignation

1. Members of the Executive Board may resign by submitting a written statement to the Internal Vice President.

#### I. Vacancies

1. Vacancies shall be temporarily filled through presidential appointment and Executive Board approval.
2. Regular procedures shall be used to permanently fill the vacancy if deemed necessary by the Executive Board.

### *SECTION 7 UNDERGRADUATE ADVISORY COUNCIL (UAC)*

The Undergraduate Advisory Council (UAC) shall serve to collect and discuss matters concerning undergraduate members of the Fraternity. The UAC shall advise the National Executive Board on concerns, ideas and issues that are generated from this committee.

#### A. Membership

1. The Undergraduate Advisory Council shall consist of three to five appointed undergraduate members.
2. The membership should include individuals from different regions, different Chapters/Colonies with both female and male members when candidates are available.
3. The UAC will select a chair within 15 days of the start of the term from the body of appointed members.
4. Since this council is advisory, selection to the UAC does not constitute becoming a National Officer of this fraternity.

#### B. Responsibilities and Duties

1. Provide at least quarterly reports to the National Board with the council's findings, suggestions, etc.
2. Meet with Chapter/Colony presidents at least two times per year to discuss topics, concerns, etc.
3. Discuss any topics provided by the NEB for feedback and advice.
4. One member of the council may participate at each NEB meeting except when confidential issues are being discussed.
5. The council may choose two (2) delegates to represent the council at NHOD.

#### C. Eligibility

1. Candidates must have completed at least one term of activeness prior to taking office.
2. Must be enrolled at a 4-year University and continue to do so throughout the term of office.

3. Must maintain a GPA of 2.5/4.0 or 3.5/5.0 throughout term of office; official university documentation of GPA must be on file with the NEB.
  4. Members graduating during the term will be eligible.
- D. Term of Office
1. The term of office will be six (6) months.
  2. Terms will run from January 1<sup>st</sup> to June 30<sup>th</sup> and July 1<sup>st</sup> through December 31<sup>st</sup>.
  3. Members may serve for two consecutive terms provided all eligibility requirements are met.
- E. Elections
1. Nominations will be submitted twice per year to the National Executive Board 60 days prior to the start of the term.
  2. From the list of eligible candidates each active Chapter will have one vote to elect up to five undergraduate members via electronic voting to serve on the UAC for the following term.
- F. Removal
- Removal of council members will follow the same process as outlined under Article VI, Section 7 Removal of Office.
- G. Vacancies
1. If a seat on the council becomes vacant the National Office and all Chapters/Colonies should be notified within 5 days of the vacancy.
  2. The member vacating the office must submit a resignation by letter or email marked "official" to the NEB.
  3. To fill the position the NEB must appoint a new member within 30 days receiving the notification of resignation provided there are eligible candidates available.
  4. All appointees must meet the eligibility requirements as stated in Letter B. Eligibility.
  5. If there are no eligible candidates, the position will remain vacant.
  6. The appointed member will serve the remainder of the term.

## **ARTICLE IX: NATIONAL ALUMNI ASSOCIATION**

### *SECTION 1 PURPOSE*

The National Alumni Association (the Association) will provide a means for Alumni members to continue their fraternal involvement post-graduation and throughout their lifetime to promote and assist the activities of the Fraternity in accordance with the organization's mission and purposes.

### *SECTION 2 MEMBERSHIP*

- A. Eligibility
- a. The Association shall be open to Alumni or At Large members. At Large members must have at least five (5) years of membership in the Fraternity.
  - b. All members must be in good standing with the Fraternity.
  - c. All members must pay annual or lifetime Association dues.
  - d. Each member receives one vote.
- B. The National Executive Board shall have membership in the National Alumni Association during their term of office, however will have no vote.
- C. The National Committee and Regional Boards shall have membership in the National Alumni Association during their term of office and each member shall have one vote.
- D. Membership may not be denied to any eligible member.

### *SECTION 3 EXECUTIVE ALUMNI BOARD*

- A. Eligibility: All Officers of the Executive Alumni Board shall be alumni members in good standing. An officer no longer meeting the eligibility requirements is automatically removed from his/her position and the position will be treated as a vacancy.
- B. Term of Office: The Executive Alumni Board shall serve a one year term from July 1<sup>st</sup> to June 30<sup>th</sup> with the exception of the Executive Director.
- C. The Vice President of Alumni Affairs from the National Executive Board serves as the Executive Director of the National Alumni Association.

- D. The members of the National Alumni Association shall elect a Director of Operations, Director of Membership and a Director of Programs. These positions will collectively be known as the Executive Alumni Board.
- E. Director of Operations, Director of Membership and Director of Programs shall each have one vote. The Executive Director votes only on recognition of alumni clubs.
- F. Executive Alumni Board Duties and Powers
  - 1. Oversee all activities of the Association.
  - 2. Appoint chairs and committees to support the programs and projects of the Association.
  - 3. Meets at least quarterly to conduct business.
  - 4. Recognize and oversee all Alumni Clubs.

#### G. Individual Officer Duties

- 1. Executive Director
  - a. Act as the principal spokesperson for the National Alumni Association.
  - b. Serve as a liaison between the National Executive Board and the Association.
  - c. Coordinate the nominations and elections of the Association.
  - d. Preside over Executive Board and Association meetings.
  - e. Oversee all activities of the Executive Alumni Board.
  - f. Vote on recognition of Alumni Clubs only.
- 2. Director of Operations
  - a. Record meeting minutes and maintain Association records.
  - b. Manage the budget of the Association.
  - c. Preside at meetings in the absence of Executive Director.
- 3. Director of Membership
  - i. Responsible for recruiting and outreach to alumni.
  - ii. Manage the Association's member database.
  - iii. Oversee the activities of Alumni Clubs.
- 4. Director of Programs
  - i. Oversee all events and programs hosted by the Association and Alumni Clubs.

#### H. Elections

- 1. Elections must occur annually.
- 2. Nominations
  - a. A member may be nominated for more than one position, however may only run for one position per election.
  - b. A member may nominate him/herself.
  - c. All nominations must be seconded.
  - d. All nominees must accept in order to be a candidate.
- 3. Each candidate will submit a written speech, application and resume.
- 4. All National Alumni Association members may vote via electronic ballot for the Executive Alumni Board, with the exception of the Executive Director (Vice President of Alumni Affairs), who is voted on at the National House of Delegates.
- 5. Votes will be tabulated and verified by the Executive Director and Director of Operations.
- 6. Elections should be held in this order:
  - a. Director of Operations
  - b. Director of Membership
  - c. Director of Programming
- 7. All elected positions must be voted in by a simple majority vote.
- 8. If a position is not filled with a simple majority vote, the Executive Alumni Board will appoint an individual to fill the vacant position.

#### I. Removal From Office

- 1. Any Officer may be removed from office for any of the following reasons:

- a. Non-performance of duties, including unexcused absences from more than (2) meetings of the Executive Committee per year.
  - b. Conduct not befitting an officer of the fraternity.
  2. Any member may initiate removal procedures.
    - a. Written notice of motion to remove must be presented to the Executive Director.
    - b. The Executive Director shall notify the Officer in question.
  3. The remaining officers of the Executive Alumni Board will vote on removal.
    - a. Vote to remove must take place no later than three weeks after receipt of written notice.
    - b. Vote shall be by secret ballot.
    - c. Two-thirds majority needed to remove from office.
    - d. Written notice of results must be presented to Officer in question within one week.
- J. Resignation: Members of the Executive Alumni Board may resign by submitting a written statement to the Board.
- K. Vacancies: Vacancies shall be temporarily filled by the Executive Alumni Board. Regular procedures shall be used to permanently fill the vacancy if deemed necessary by the Executive Alumni Board

#### SECTION 4 ALUMNI CLUBS

Alumni Clubs are entities of the fraternity organized by alumni members for the purpose of promoting life time membership through networking, social events, community service, and professional development. Alumni clubs align to a geographical area or Chapter, and are recognized by the Executive Alumni Board of the National Alumni Association. Alumni Clubs may govern themselves by bylaws that are not in conflict with the Constitution and Bylaws of the fraternity.

##### A. Formation

1. A Minimum of five (5) dues paying national alumni association members are needed to form an alumni club. Three of the officers (President, Vice President and Secretary/Treasurer) must be included in the dues paying members.
2. Only one Alumni Club may be established per Chapter or geographical area.
3. In order to be recognized, the group must complete the following before submitting an application:
  - i. Establish a bank account with a tax ID.
  - ii. Meet at least two times.
  - iii. Identify a president, vice president and secretary/treasurer.
4. The group must complete the Alumni Group application to request Alumni Club recognition from the Association's Executive Alumni Board.
5. Director of Membership will review the application and confirm all members are in good standing.
6. A 3/4ths majority vote of the Executive Alumni Board is required to recognize an Alumni Club.
7. The group will be notified of the outcome within thirty (30) days of the application being submitted.

##### B. Status

1. In order to be considered an active Alumni Club, the Club must:
  - i. Have a membership of at least five (5) dues paying National Alumni Association members with three of the officers (President, Vice President and Secretary/Treasurer) being dues paying members.
  - ii. Abide by all policies and regulations as established in the Constitution and Bylaws and applicable fraternity policies and procedures.
  - iii. Submit an annual report to the Executive Alumni Board of the Association.
2. The Executive Alumni Board of the Association may deem an Alumni Club inactive if they do not meet any or all the above requirements.
3. If an Alumni Club becomes inactive they will be required to complete the formation process as outlined in the Constitution and Bylaws ARTICLE IX: NATIONAL ALUMNI ASSOCIATION, Section 4 Alumni Clubs, Letter A Formation in order to return to active status.

##### C. Membership

- a. Alumni Clubs shall be open to Alumni or At Large members. At Large members must have at least five (5) years of membership in the Fraternity.
- b. All members must be in good standing with the Fraternity.
- c. Membership may not be denied to any eligible member.

## **ARTICLE X: FINANCIAL POLICY**

### *SECTION 1 DUES*

- A. The annual total of fraternity dues paid to the National Office for recognized Chapters/Colonies shall be determined by action of the National House of Delegates as needed.
- B. The membership dues structure for the National Alumni Association will be established and maintained by the National Executive Board.
- C. Any national officer or collegiate Chapter that has outstanding dues or other indebtedness to the National Office shall not vote at the National House of Delegates.
- D. If dues have not been fully paid prior to the end of semester/quarter in which owed, the delinquent recognized collegiate chapter may be deemed inactive unless granted an extension by the National Executive Board.

### *SECTION 2. NATIONAL EXECUTIVE BOARD*

The National Executive Board shall submit an Annual Budget and Financial summary to the National Executive Board, the Collegiate Chapters/Colonies and the National Alumni Associations by the date of National House of Delegates.

### *SECTION 3. COLLEGIATE CHAPTERS*

An annual collegiate Chapter operating budget shall be presented to the NEB before commencement of the next fiscal year. The annual budget should provide an estimate of all projected expenditures and revenues for operation in the upcoming fiscal year.

A financial report shall be presented to the NEB at the end of the fiscal year. This report shall be submitted no later than the last day of the first month preceding the fiscal year. The end of the year report must include, but it is not limited to, all actual expenditures and receipts transacted in that fiscal year and account balances for assets and liabilities (Income Statement and Balance Sheet).

### *SECTION 4 NATIONAL ALUMNI ASSOCIATION*

- A. National Alumni Association members pay dues to the National Office.
- B. National officer dues will include membership with the National Alumni Association.

## **ARTICLE XI: STANDARDS AND CONDUCT**

No member shall engage in any conduct or activity that is detrimental to Alpha Psi Lambda and/or violates the Policies and Procedures of the Fraternity. All members are responsible for upholding Fraternity standards and adhering to Policy and Procedure. Any incidents that occur may be investigated at the Chapter or the national Level following the procedures outlined below.

### *SECTION 1 COLLEGIATE CHAPTER PROCEDURE*

- A. Each Chapter shall establish a Nobility Committee to hold members accountable for the Constitution and Bylaws, Chapter Bylaws and policies of the Fraternity
- B. The National Executive Board (NEB) will maintain a Nobility Committee Manual that outlines the composition of the committee, procedures for investigation, list of sanctions and other necessary information to ensure each incident is investigated fully, consistently and fairly.
- C. The committee will investigate all incidents submitted in writing, determine if any policies were violated and issue sanctions.
- D. Any member appealing a decision by the committee will first appeal to his/her Chapter and then submit the appeal to the Vice President of Standards and Policy.
- E. Any incident report submitted to the Chapter regarding hazing or sexual harassments must be filed with the Vice President of Standards and Policy.

## *SECTION 2 NATIONAL PROCEDURE*

### A. Investigation and Sanctions

1. The National Executive Board (NEB) shall appoint a Standards Board to hold members accountable for the Constitution and Bylaws and policies of the Fraternity.
2. The NEB will maintain an Investigation Procedures Manual that outlines the composition of the Standards Board, procedures for investigation, list of sanctions and other necessary information to ensure each incident is investigated fully, consistently and fairly.
3. The Standards Board will investigate incidents submitted in writing to determine if any policies were violated and issue sanctions. All individuals shall have the opportunity to provide a written statement and/or participate in an interview.
4. Upon completion of the investigation, the Standards Board will make a recommendation to the NEB as to whether or not policies were violated and possible sanctions. The NEB will review the recommendations of the Standards Board and either confirm or revise the sanctions, by a two-thirds vote.
5. If for whatever reason the Standards Board is not able to investigate an incident, the National Executive Board will be responsible for the investigation and outcome, following the procedures outlined in the Investigation Procedures Manual.

### B. Appeals

1. An individual who is sanctioned may appeal one time per incident if new information is made available, the appropriate procedures were not followed or he/she requests lesser sanctions.
2. The NEB will appoint an Appeals Board to review the appeal to make a recommendation, if necessary, to the NEB.
3. The NEB, by a simple majority vote, may affirm or reverse the initial decision or may impose lesser sanctions.

## *SECTION 3 EXPULSIONS*

- A. Any member may be expelled from the Fraternity after an investigation and recommendation following the procedures set forth in the Investigation Procedures and Nobility Committee manuals. This may occur:
1. By recommendation of the Nobility Committee with a unanimous vote by the Standards Board;
  2. By recommendation of the Standards Board and with a 3/4ths vote by the National Executive Board

### B. Appeals

1. An individual may appeal an expulsion no more than one time.
2. The NEB will appoint an Appeals Board to review the expulsion.
3. Upon recommendation by the Appeals Board, the NEB may uphold or reverse the decision by a 3/4ths vote.

## **ARTICLE XII: REPORTING**

### *SECTION 1 NATIONAL EXECUTIVE BOARD*

The National Executive Board shall submit an annual report to the collegiate Chapters, Colonies, and the National Alumni Association at the National House of Delegates.

### *SECTION 2 COLLEGIATE CHAPTERS*

- A. Each collegiate Chapter shall submit reports to the NEB each term by the deadline provided by the NEB. This includes, but is not limited to: each active member's and Associate Member's cumulative GPA (i.e. transcript, university issued listing, etc.), financial reports and any other information deemed necessary by the NEB.
- B. Any collegiate Chapter failing to submit this information may be deemed inactive until it is submitted unless granted an extension by the National Executive Board.

### *SECTION 3 NATIONAL ALUMNI ASSOCIATION*

- A. The National Alumni Association shall submit the following information twice a year to NEB on the deadline provided by the NEB: list of membership, progress report and any other information deemed necessary by the NEB.

### **ARTICLE XIII: FRATERNITY INSIGNIA AND HERALDRY**

- A. Colors – The official colors of Alpha Psi Lambda will be Gold and White.
- B. Greek Letters - The colors of the Greek letters of Alpha Psi Lambda, National Inc. must remain Gold and White with the following restrictions:
  - a. Gold and White MUST touch on Greek letters when displayed on cloth with the exception of letter f.
  - b. Patterns are allowed in the Greek letters on apparel as long as they are not tainted by another color.
  - c. The letters shall not be worn on the seat of one's pants or where deemed unrespectable by the fraternity.
  - d. The letters shall only be worn by members of Alpha Psi Lambda and their parents.
  - e. Grandfather clause: All articles purchased prior to January 11, 1991 are exempt from a, b, c, and d above. The letters may be used on apparel produced by the University or Greek Council that the chapter belongs to for promotional purposes only in conjunction with other Greek or student organizations.
  - f. Members may not wear apparel, pins or tikis with the Greek letters of Alpha Psi Lambda while consuming alcohol in a nightclub, bar, restaurant (when used as a nightclub) or during any chapter sponsored events.
- C. Open Motto – The open motto of Alpha Psi Lambda shall be “Together We Shall Seek the Noblest”.
- D. Flower – The Gold Rose shall be the official flower.
- E. Mascot – The Jaguar shall be the official mascot.
- F. Symbol – The Palm Tree shall be the official symbol.
- G. Fraternity Nickname - The official nickname of Alpha Psi Lambda shall be ‘A-Psi’.
- H. Mission Statement - “To promote continued personal and collective growth of our membership, success and unity through education, leadership, cultural awareness and community service.”
- I. Fraternity Badge - The official badge of the Fraternity shall be gold, shaped as a pyramid with the year “1985” at the top with the 19 and 85 separated by a palm tree; the Greek letters will be at the bottom. The badge shall not be mounted on keys, chains, rings, bar pins, or any other type of jewelry or article. The badge of the Fraternity may be worn only by a member of the Fraternity who is not under suspension. The badge shall be worn on a shirt on the left side, in the vicinity of the heart, and no other fraternity pin shall be worn in the same locality.
- J. Associate Member Pin – All associate members shall receive an antiqued gold shield pin with a crystal stone surrounded by the words Alpha Psi Lambda to wear throughout the process. The pin shall be worn right side up, on left side equidistant from top and left sides or at top button on blouses, shirts on the outermost part of clothing (does not include outerwear such as a jacket).
- K. Flag – The Flag of the Fraternity shall have two narrow gold panels, one at the top and one at the bottom, separate by a wider white panel; the white panel will have the Greek letters in Gold; the top panel will have six white stars, the bottom panel will have seven white stars.
- L. Seal - The Seal of the Fraternity shall have an outer circular band that display the words "Alpha Psi Lambda National Inc." with the inner circle displaying “Official” at the top, “Seal” in the middle and the year “1985” at the bottom.

### **ARTICLE XIV: AMENDMENTS**

This Constitution and Bylaws may be amended at the National House of Delegates by a three-fourths vote of all Delegates present. The colonies, chapters, National Alumni Association, and National Executive Board must receive written notice of any proposed amendment at least 75 days prior to the NHOD. The authorized governing body of the National Alumni Association, a Chapter, a Colony or the National Executive Board may propose amendments.