

**BY-LAWS OF THE DELTA PI CHAPTER
OF
THE CHI PHI FRATERNITY
THE GEORGIA SOUTHWESTERN STATE UNIVERSITY
AMERICUS, GEORGIA**

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CHAPTER I. GENERAL PROVISIONS

SECTION 1. GENERAL POLICIES

The general policies of this Chapter shall be:

- (1) To promote the spirit of brotherhood among our members with each man working for the betterment of the Fraternity as a whole rather than for individual benefit.
- (2) To assist each member in College work as well as to promote good fellowship in our social intercourse.
- (3) To aid each other to avoid and overcome temptation from immorality and vice.
- (4) To adopt a broad minded attitude toward those outside our Fraternity and to allow no unwholesome rivalry to come into our relations with other fraternities or college societies.
- (5) To encourage among its members strict application to their studies and work at the University and an active participation in literary, athletic, religious, social and other incidental features of the college life to such an extent as shall be to their best advantage.
- (6) To mold our members into a homogenous family, to affiliate with this Chapter all Brother from other Chapters or Colonies pursuing a regular course of study at the University unless urgent cause prevents itself why that cannot be done.
- (7) To enforce strict compliance by our Members with the Constitution, Laws and Orders of the Fraternity, it's Conventions and Officers, and the By-Laws and Regulations of this Chapter.
- (8) To encourage interaction with members of other Colonies and Chapters and harmony and homogeneity among the Chapter and members of the Fraternity.
- (9) To promote Brotherhood and Individual Growth through Truth, Honor, Friendship, Personal Integrity, and Academic Excellence.

SECTION 2. ARTICLE OF SUPREMACY.

This document shall be supplemental to that document known as "*the Constitution and Laws of the Chi Phi Fraternity*". If any measure here after is found contrary to the supremacy of the National Chi Phi Constitution it should be considered null and void and the measure should be immediately amended by the Chapter to reflect that which the National Constitution finds proper in its regards.

SECTION 3. ARTICLE OF NAME.

The name of this organization will be the Delta Pi Chapter of the Chi Phi Fraternity.

CHAPTER II. MEMBERSHIP

SECTION 1. ELIGIBILITY.

Males of at least 16 years of age shall be eligible for membership

SECTION 2. QUALIFICATIONS FOR INITIATION/PLEDGING.

- A. This Chapter shall not pledge or initiate any person not a bonafide student in full college standing in attendance at Georgia

Southwestern State University, which is the home of the Chapter.

- B. This Chapter shall not initiate any person for whom the National Headquarters has not received the initiation dues as provided in this document.
- C. No student shall be pledged or initiated in violation of the rules of the Georgia Southwestern State University Interfraternity Council.
- D. This Chapter shall not pledge or initiate any person who does not meet or exceed scholastic requirements imposed by the Chi Phi Congress and the Interfraternity Council of Georgia Southwestern State University, currently resting at a 2.5 cumulative grade point average level.
- E. During the school year, a man shall become a pledge to this Chapter when he has received the favorable affirmation vote of the chapter. The following shall be used to determine if a bid shall be extended:
 - (1) Discussion prior to the vote of each man shall occur if one or more members wish to discuss the potential man. The discussion shall not last longer than 10 minutes.
 - (2) Four negative votes are required to refuse a man a bid of membership.
 - (3) Only a maximum of two motions of reconsideration shall be heard for each man per meeting
 - (4) The motion to reconsider shall include no more than 10 minutes of discussion before the box is passed again.
 - (5) If there are between one and three negative votes, there will be an opportunity for discussion.
 - a. If there is no discussion, the man shall be offered a bid or membership.
 - b. If there is discussion, it shall last a maximum of 10 minutes, and then the box will be passed again. It will not be counted as one of the reconsiderations.
 - c. The third time there are between one and three votes, the man shall be extended a bid and no more discussion shall be heard.
 - d. If there are no negative votes, the man shall be offered a bid
- F. Any bid extended to a man shall be discontinued if at midterm his grade point average is below 2.5.
- G. During the pledge program, if the box is called on a new member, three negative votes shall cause a man to be de-pledged. The same procedures for votes and discussion shall apply as they are stated above except that three negative votes are required to de-pledge instead of four.
- H. Any bid extended to a man will be continued if that man does not meet the prerequisite requirements of a 2.25 cumulative grade point average for initiation within one academic period since pledging, but a negative vote of three will cause the man to be de-pledged.
- I. Each pledge must pay his pledge and initiation fees to the Chapter before he can be initiated.
- J. A pledge may take fifty percent off his initiation fee upon pledging five other people. The Chapter shall pay the other fifty-percent, with approval of the Executive Council.

SECTION 3. REQUIRED VOTE FOR MEMBERSHIP.

The vote required for invitation to Membership, shall be a favorable affirmative vote of the Chapter. Any variations in the method of selection of membership shall be reported in writing by the Alpha to the National Headquarters within thirty days for approval.

- A. Midway through each pledge program, during the fourth week, a vote shall be taken to determine how each pledge is coming along in the pledge program. The purpose of this vote shall be to get any ill feelings out. And if the said pledge does not improve satisfactorily, de-pledging may be brought up. One week before #1 Initiation Forms are sent to National there shall be a final vote to determine if that/those pledges should be activated.
- B. If only one blackball is dropped, then the box will be passed again after discussion. If there is no discussion then the blackball is considered to be void and no other vote will be taken on that person. On the second vote, if he passes no further action shall be taken.
- C. When passing the box, the box will be passed once for the entire class. If a black ball appears, the box will be passed for each individual pledge.
- D. 2 negative votes of those present at the Chapter meeting is required to refuse that pledge membership into our Brotherhood.

- E. Any Brother may call the box on any pledge at any time.

SECTION 4. HONORABLE RELEASE FROM OTHER ORGANIZATIONS.

No person who has been an initiated member of any men's national social fraternity which is a member, or could be a member, of the National Interfraternity Conference shall not be initiated until he shall have been honorably released from that fraternity and received written approval from the Grand Council of the Chi Phi Fraternity.

SECTION 5. PARTICIPATION BEFORE INITIATION.

No person shall be able to participate fully in the membership privileges of the Fraternity until he shall have received the entire initiation.

SECTION 6. DISPENSATION TO INITIATE.

With the approval of the National Chi Phi Grand Council this Chapter will be approved to initiate as Alumni Members in the following cases:

- A. When the candidate is or is about to become a student attending an institution that might legally be, but is not the home of this Chapter.
- B. When the candidate is an active or alumnus member of a college organization, which is absorbed by the Fraternity. The Grand Council may direct this Chapter to perform this initiation if it is impractical for the member to return to his own Chapter or Chapter for initiation.
- C. When the candidate is a member of the administration, staff, or faculty of Georgia Southwestern State University or a school which has a Chi Phi Chapter or Colony.
- D. When a new member has died prior to initiation he may be initiated posthumously and entered on the Chapter and Fraternity rolls.
- E. When a male has shown special interest in and been of special help to a Chapter of the Fraternity, as demonstrated by information furnished by the Chapter and after investigation by the Grand Council, he may be initiated as an alumni member of that Chapter.
- F. When a male has demonstrated a strong history of working for the advancement of the Chi Phi Fraternity, or the Greek System, as a whole, this information can be furnished to the Grand Council by any Chi Phi.

SECTION 7. WAIVER BY GRAND COUNCIL.

The Grand Council of the Chi Phi Fraternity is the only recognizable force to wave or adjust any and all requirements for initiation in this Article.

SECTION 8. ACTIVE MEMBERS.

An active member of this Chapter is a brother who has been initiated or has become affiliated with the Chapter and is currently enrolled as a student at Georgia Southwestern State University. Only active members in good standing may vote in Chapter meetings. In the event of a dispute as to whether a member is an active member in good standing, the Chapter by majority vote, excluding the vote of the member in question, shall decide. An active member becomes an alumni member only upon a vote with a maximum of 2 negative votes in a secret ballot vote of the Chapter.

SECTION 9. STATUS OF MEMBERSHIP

Active members shall be considered to have one of the following statuses:

- A. Good standing – The member has paid all balances due to the Chapter, has maintained greater than a 2.25 GPA, and is considered in good standing with the university
- B. Social Probation – The member is restricted from all social events including but not limited to: socials with sororities and recruitment events. The member also forfeits his privilege to utilize the lounge, unless conducting official Chapter business, such as a committee meeting, etc.
- C. Full Probation – The member may only attend committee meetings, fundraisers, philanthropic events, and Chapter meetings. The member may not participate in any kind of sports events including intramural and IFC competitions. At Chapter meetings, the member forfeits his right to voice his opinion and cast his vote.
- D. Financial Probation – If the member is delinquent in paying dues by more than a week, he shall be on full probation B.
- E. Sports Probation – denial of activity with the Fraternity in any athletic event that the Fraternity directly participates.

SECTION 10. ALUMNI MEMBERSHIP.

Any Georgia Southwestern State University Chi Phi who is not an active member of this Chapter and does not have inactive status shall be considered an alumnus member of the Chapter and Fraternity. The alumni members shall have voice, but no vote in the Chapter meeting.

SECTION 11. AFFILIATION.

Affiliation of any member of another Chapter or Colony shall not change the status of the affiliate with respect to his alumnus membership in his original Chapter or Chapter. This Chapter shall accept any brother on good standing from his previous institution as long as he meets requirements of any new initiate and is voted upon by the full body of active members receiving less than 3 negative votes.

SECTION 12. HONORARY ALUMNI MEMBERSHIP IN THE CHAPTER.

Honorary membership may be granted to any Chi Phi Alumnus that has been initiated into a different Chi Phi Chapter or Colony.

SECTION 13. RESIGNING MEMBERSHIP.

Any member may resign from the Fraternity by written notice to the National Headquarters. However, no resigned member shall be allowed to join another men's national social fraternity, unless the Chi Phi Grand Council grants approval without dissent.

CHAPTER III. DUTIES OF MEMBERSHIP

SECTION 1. LAWS OF THE FRATERNITY.

Every member shall make himself acquainted with the written and Unwritten Laws of the Fraternity as soon as practical after his initiation.

SECTION 2. RESIGNATION FROM OFFICE.

No member shall be allowed to resign from an elective office without a 2/3 majority vote by the Chapter to do so. This also applies to any Brother appointed to a position by an elected officer, unless the elected officer makes a decision to change said appointed position. The Alpha must approve all changes of appointed positions.

SECTION 3. ATTENDANCE AT MEETINGS.

Every active member shall attend every meeting of the Chapter, unless prevented by illness or excused by executive privilege given by the Alpha. The Chapter reserves the right to fine any member for lack of attendance at meetings or mandatory events.

SECTION 4. DELIVERY OF LECTURE.

Every active member shall be required to receive the Lecture of the Fraternity at least once in every collegiate term, either in the Chapter meeting or from an officer of the Chapter.

SECTION 5. HAZING.

- A. All forms of hazing are prohibited.
- B. Hazing is defined in the National Constitution and the Georgia Southwestern Weathervane.

SECTION 6. PERSONAL SAFETY POLICY.

Every member and pledge shall acquaint himself with the Personal Safety Policy of the Fraternity, and agrees to abide by all its provisions.

SECTION 7. BROTHERHOOD CONTRACT.

Every member and new member shall acquaint himself with the Brotherhood Contract of the Georgia Southwestern State University Chi Phi Chapter, agrees in writing to abide by its provisions. The document should be followed by the member's or the new member's signature and countersigned by the Alpha and the Eta. An example of the document is to follow, but may be changed by the Chapter at its discretion:

The Chi Phi Brotherhood Contract

With a legal impression made on this form the undersigned is hereby willingly obligated to be subject to the rules and penalties set by the Chi Phi Fraternity and the leaders thereof.

I swear that as a brother or new member of the Chi Phi Fraternity that I will keep the tenets that I learn from my new brotherhood most sacred in my heart. I further swear that unwritten laws and any secret of the fraternity will not be revealed to none other than my brothers or Alumni of Chi Phi. I attest that I shall surrender to the judgment of my brothers in the sentencing of any violation that they deem worthy of such attention and hope that in their wisdom they shall grant me a just penalty for my violation.

With my below signature as proof of my allegiance to the fraternity it should be further asserted that I will follow the rules that my institution establishes. In addition I swear on my honor that I will follow them as if they were laws passed down from the local, state, and national legislatures as I am bound to follow them as well. And as my signature allies myself with my fraternity, it also allies me with the ideas of a just and dutiful citizen.

I also hereby agree to participate in activities that are required by the fraternity to the best of my abilities. Fraternity meetings, formal and informal alike, and programs designed to make my fraternity responsible in civic duties.

I (print) _____ do hereby attest that I have been informed of the applications of my signature and do willingly sign in affirmation that I will follow the Chi Phi Creed to the best of my abilities and will reap the repercussions of any violations that may be accidental or intentional results of my actions.

SECTION 8. ACADEMIC AGREEMENT.

Every active brother of this Chapter shall be required to give their academic status or whatever academic information to the Academic Committee when requested to do so. All members of the chapter should be notified by the Academic Committee of their Academic

Status with the fraternity at the end of each semester or shortly afterward. The Alumni Association shall be notified by the Academic Committee of the Academic Status of all Chapter members.

- A. Any member with less than a 2.25 semester G.P.A. will automatically be placed on Social Probation. Individuals will be taken off Social Probation if their next semester G.P.A. is above 2.25. The individual will be on Social Probation even if the Academic Committee fails to notify the member.
- B. Any member whose semester G.P.A. falls below a 2.25 for two consecutive semesters who still maintains a cumulative G.P.A. above the required minimum is automatically placed on sports and social probation for the next fall or spring semester.
- C. Any member who has 45 or more credit hours whose cumulative G.P.A. falls below a 2.25 shall automatically be placed on full probation and removed from the IFC Roster until minimum G.P.A. has been regained.
- D. Any member placed on these sanctions may appeal them to the Executive Council and the Executive Council will determine if they had a legitimate reason to have performed unsatisfactory according to the academic agreement. The Executive Council does not have the right to add or place different sanctions on the individuals. The Executive Council only has the right to enforce as stated or to grant a pardon for that semester from the sanctions.
- E. Any member who has an individual Accounts Receivable of \$100 more than their monthly dues per payment plan or more at any time shall automatically be summoned to Judicial.
- F. Any member with an individual Accounts Receivables from two (2) previous semesters shall be automatically summoned to Court of the Chapter.

SECTION 9. HOUSING AGREEMENT.

Every member agrees with initiation that he will live on dormitory floor, or house, for the academic school year directly following initiation unless an exception is made by the Executive Council.

SECTION 10. MANDATORY ATTENDANCE.

Every member agrees with initiation that he will attend all mandatory events as long as three weeks notice has been given or the Alpha or Executive Council has granted an excused absence.

SECTION 11. FINANCIAL AGREEMENT.

Every member agrees that any financial debt incurred by the same shall result in the following if not paid unless prior arrangements have been made with the Delta and/or the Alpha:

- A. At the end of one week, the member in debt will become default and be placed on full probation.
- B. At the end of four weeks, the member in debt will lose any office or Chair position held.
- C. If a fined member makes acceptable payment arrangements after the initial default of payment, all sanctions incurred to that point shall continue until completion of fine payment, but no further sanctions will be imposed.

CHAPTER IV. CHAPTER MEETINGS

SECTION 1. REGULARITY.

This Chapter shall hold a stated meeting in the lodge room every Sunday of every week in the collegiate semester excluding summer semesters. All meetings shall be informal unless the meeting date is the first Sunday of the month or unless so ordered by the Alpha or his designee. These exceptions shall then be called as a formal meeting with all in attendance donning pin clothing and brother pin.

SECTION 2. ORDER OF BUSINESS.

During each meeting the formal and informal order of business shall be followed to the best of the abilities of those in attendance.

- A. The formal order of business shall be:
 - (1) Formal opening (see Three Star Book).
 - (2) Prayer of the Fraternity.
 - (3) Music.
 - (4) Roll Call.
 - (5) Further procedures or ceremonies (initiation, elections, inauguration, reading of minutes of Congress).
 - (6) Examinations of members upon the written and Unwritten Laws of the Fraternity.
 - (7) Delivery of the Lecture.
 - (8) Reading of the minutes of last meeting.
 - (9) Chapter business.
 - (10) Music.
 - (11) Adjournment (see Three Star Book).

- B. The informal order of business shall be:
 - (1) Call to Order by the Alpha.
 - (2) Prayer of the Fraternity and/or music.
 - (3) Roll Call.
 - (4) Reading of minutes of last meeting.
 - (5) Chapter business.
 - (6) Closing.

SECTION 3. THE METHOD OF ACCEPTING MINUTES

The minutes shall be automatically accepted unless there is dissent by one or more members. The dissent must be heard by the Alpha, but only if pertinent. Once the changes have been recorded by the Gamma, a motion must be presented and passed by the assembly. A new set of revised minutes must subsequently be filed by the Gamma.

SECTION 4. READING OF MINUTES OF CONGRESS.

The minutes of Congress shall be read at the Chapter meeting as soon as possible following Congress.

CHAPTER V. ELECTIONS, QUALIFICATIONS, AND DUTIES OF CHAPTER OFFICERS.

SECTION 1. ELECTION, ASSUMPTION OF OFFICE.

- A. All chapter officers shall be elected annually and shall be installed no later than the last meeting of the fall semester.
- B. Newly elected officers shall take office no less than one week after their election and shall hold office until their respective successors have qualified and taken their Oath of Office, unless permitted to resign by consent of the Chapter. Exceptions for this waiting period may be granted in cases of resignation or removal from office at the discretion of the Alpha or next ranking officer.
- C. Elected officers do affirm with their assumption of office that their term of office shall be for one year, unless allowed to resign by the Chapter earlier.
- D. Elected offices shall only be filled by those members that have been active for one full academic period unless otherwise stated.
- E. To be eligible for election as an officer of the chapter, a Brother shall not be on any form of probation at the time of election either imposed on him by the requirements set by the Georgia Southwestern State University Interfraternity Council, National Office, or the Georgia Southwestern State University Chapter of the Chi Phi Fraternity. (See Chapter II, Section 9.)

SECTION 2. NOTIFICATION TO NATIONAL OFFICE OF CHANGE IN ELECTION.

Ninety days prior to a change in the existing method of electing Chapter officers, written notice shall be given to the National Headquarters stating the new election date.

SECTION 3. METHOD OF NOMINATIONS

- A. Nominations shall be made during the meeting prior to the meeting scheduled to hold the election(s), except in the case of resignation or removal of office. In this case, elections may be held without waiting one week, should the Alpha deem the office necessary.
- B. Nominations shall only be taken for the following offices: Alpha, Beta, Gamma, Delta, Epsilon, Zeta, Eta, Theta, Iota, Kappa, IFC Delegate, and Academic Chairman.
- C. Any member not meeting initial requirements as set by these bylaws may still be nominated. However, the candidate must be in good standing by the night of the election in order to remain on the ballot

SECTION 4. METHOD OF ELECTIONS

- A. Each office shall be considered a separate election in itself. Before each election, the following process shall occur:
 - (1) Nominations from the floor may be taken.
 - (2) Candidates may strike their name from the ballot.
- B. Once nominations are closed for each election, the candidates shall be excused from the room and discussion shall ensue not to last longer than 15 minutes.
 - (1) Nominations from the floor will not be taken during discussion of the candidates.
 - (2) The Alpha may participate in the discussion of the candidates providing that he has not been re-elected to a second term as Alpha.
- C. Once there is no more discussion, the candidates shall be readmitted and the vote by secret ballot shall follow.
- D. In order for a candidate to be considered the winner, he must receive at least a majority of the votes in his favor. Until there is a candidate receiving said clear majority, the voting process will continue.
- E. If no clear majority exists, the candidate receiving the lowest number of votes will be dropped from the ballot and the voting process will occur again
 - (1) If there is a tie between one or more candidates who have received the lowest number of votes, each of the aforementioned candidates shall be dropped from the ballot.
 - (2) When only two candidates remain, the candidate receiving the least amount of votes is not dropped if there is no clear majority. The voting process continues until a winner is decided by clear majority vote.
- F. Write-in votes are allowed. However, if a candidate who is written-in receives a majority of the votes, he shall only be declared the winner if he meets the eligibility requirements as set forth in these By-laws.
- G. Proxy votes shall be counted only if the member is an Active Brother with valid voting privileges and there is a tie between two candidates for an office.
 - (1) Proxy votes must be submitted to the Gamma before the start of the meeting during which the election is to take place.
 - (2) Proxy votes must be hand-written and signed by the Brother submitting them.

SECTION 5. METHOD OF REMOVAL

In Order to remove an elected officer of the Chapter, a motion, which must be entertained by the Chair, must be presented to the body as a whole and pass with 2/3 majority vote. These motions are not required to pass the Executive Council prior to being entertained by the General Chapter

SECTION 6. OATH OF OFFICE.

I do solemnly promise upon my honor as a member of the Chi Phi Fraternity that I will faithfully perform, in accordance with the Constitution and By-Laws of the Fraternity and the By-Laws of this Chapter duly authorized, all the duties of the office therein to which I have been elected; that I will not allow myself to be swayed by passion or prejudice in the execution of my office; that my example as an officer of this Chapter shall be such as order and decorum require; and that I will endeavor to the best of my ability to obey the laws and promote the welfare of the Chi Phi Fraternity, and to persuade all other members of the Chapter also to do so.

SECTION 7. THE ALPHA

- A. The Alpha shall be the official head of the Chapter.
- B. It shall be the duty of the Alpha:
 - (1) To preside at all meetings of the Chapter, in accordance with the usage of parliamentary law and the customs of the

Fraternity, preserving order and decorum at all times.

- (2) To cause the delivery of the Lecture at least once per term.
- (3) To acquaint himself thoroughly with the laws of the Fraternity and of his Chapter, and to take care that all the provisions thereof are rigidly enforced.
- (4) To keep strict oversight of the affairs of the Chapter, and to advise officially, and if he deems necessary, to warn or summon before the Court of the Chapter any member who may in any way bring discredit upon the Fraternity.
- (5) To make such official reports and communications as may be required of him by the Grand Council, and to countersign all reports of other Chapter officers.
- (6) To deliver an inaugural address at the meeting at which he is inaugurated, or at the first meeting after the being re-elected, and to present a copy of the same to the Zeta for inclusion in the archives of the Chapter.
- (7) To call emergency meetings and ritual of the Chapter whenever he deems it advisable, or whenever requested to do so by three members of the Chapter.
- (8) To have the opportunity to appoint a member to act as Sergeant at Arms during meetings. This position is to maintain order and enforce orders by the Alpha.
- (9) To appoint an assistant to the Gamma to aid that office in its daily responsibilities.
- (10) To act as the presiding officer in the Executive Council meeting.
- (11) To report any changes to the Grand Council or National to the By-Laws of the Chapter.
- (12) To impose summarily, suitable penalties upon officers and members of the Chapter for breaches of order or decorum, and failure to attend a meeting or to perform any other duty imposed upon them by the Constitution or By-Laws of the Fraternity or Chapter.
- (13) To appoint an assistant to the Delta to aid that office in its daily responsibilities.
- (14) To check in with the Alumni Association Alpha (President) monthly by email, phone, or in person to discuss the progress of his office

SUBSECTION 1. REQUIREMENTS OF ALPHA'S OFFICE.

- A. The Alpha shall have been an active brother for no less than one academic year.
- B. The Alpha shall not be on any form of probation at the time of election either imposed on him by the requirements set by the Georgia Southwestern State University Interfraternity Council, National Office, or the Georgia Southwestern State University Chapter of the Chi Phi Fraternity.

SECTION 8. THE BETA.

- A. The Beta shall be the Chaplain of the Chapter and the second officer thereof in rank.
- B. It shall be the duty of the Beta:
 - (1) To offer the Prayer of the Fraternity at every meeting of the Chapter or whenever it is appropriate to offer the prayer.
 - (2) To perform the duties of the Alpha in the absence or inability of that officer.
 - (3) To be an active participant in the Executive Council.
 - (4) To be the presiding officer of the Beta's Council.

- (5) To be the ex officio member of any and all standing and special committees and report at the appropriate time the progress of each committee in meetings.
- (6) To personally oversee and aid fundraising efforts headed by the Delta for the Chapter.
- (7) To audit the financial books of the fraternity when he deems necessary.
- (8) To perform such other duties as are imposed upon him by the Constitution or the By-Laws, customs and usages of the Fraternity or Chapter.
- (9) To check in with the Alumni Association Beta (Vice President) monthly by email, phone, or in person to discuss the progress of his office

SUBSECTION 1. REQUIREMENTS OF BETA’S OFFICE.

- A. The Beta shall have been an active brother for no less than one academic year.
- B. The Beta shall not be on any form of probation at the time of election either imposed on him by the requirements set by the Georgia Southwestern State University Interfraternity Council, National Office, or the Georgia Southwestern State University Chapter of the Chi Phi Fraternity.

SECTION 9. THE GAMMA.

- A. The Gamma shall be the Secretary of the Chapter.
- B. It shall be the duty of the Gamma:
 - (1) To make such official reports and communications as may be required of him by the Grand Council or provided by law.
 - (2) To take the minutes of all meetings of the Chapter, to read and, when accepted, to transcribe them in a book to be kept for that purpose. These transcribed minutes shall then be recorded in the Archives of the Chapter.
 - (3) To make all communications of the Chapter not provided to be made by some other officer.
 - (4) To keep the seal of the Chapter and impress the same upon all official documents requiring the same, and to keep and preserve all the current records and documents belonging to the Chapter and to deliver the same to his successor in office.
 - (5) To file such reports as are required and in the manner required by the National Headquarters and this Constitution and By-Laws.
 - (6) To maintain and preserve files concerning initiation records, minutes of Chapter meetings, accounting reports, Message of Council, and minutes of Congress. These should be kept in fire resistant files in the Chapter room, anteroom, or locked in a Chapter office room.
 - (7) To be an active participant in the Executive Council by means of recording minutes.
 - (8) To train, oversee, and supervise the assistant appointed by the Alpha to the Gamma’s office.
 - (9) To obtain any official documentation that may be required for the Chapter or an individual brother.
 - (10) To perform all such other duties as may be imposed upon him by the Constitution or By-Laws, customs and usages of the Fraternity or Chapter.
 - (11) To be the official vote counter in all votes.
 - (12) To check in with the Alumni Association Gamma (Secretary) monthly by email, phone, or in person to discuss the progress of his office

SUBSECTION 1. REQUIREMENTS OF GAMMA'S OFFICE.

- A. The Gamma shall have been an active brother for no less than one academic year.
- B. Gamma shall not be on any form of probation or have any outstanding balances at the time of election either imposed on him by the requirements set by the Georgia Southwestern State University Interfraternity Council, National Office, or the Delta Pi Chapter of the Chi Phi Fraternity.

SECTION 10. THE DELTA.

- A. The Delta shall be the Treasurer of the Chapter.
- B. It shall be the duty of the Delta:
 - (1) To collect all moneys due the Chapter and to keep a full and accurate account in a book provided for that purpose of all receipts and disbursements.
 - (2) To make a final report of the finances of the Chapter during his term of office, to present the same at the last regular meeting of his term of office, and to deliver at that time to his successor the moneys of the Chapter then in his possession.
 - (3) To send to the National Headquarters all moneys due the Fraternity from this Chapter with a statement showing from what source collected.
 - (4) To be an active participant in the Executive Council.
 - (5) To head all fundraising efforts by the Chapter.
 - (6) To make fiscal notes for all motions that require the Chapter to incur a debt. The motions are to be in financial order and exceed fifty dollars.
 - (7) To address pledge class at the appropriate time to explain financial commitment.
 - (8) To enforce all impositions of fines originated by the Judicial Committee or the Alpha.
 - (9) To place the Chapter's account on temporary suspension, unless otherwise ordered to do so by the Executive Council.
 - (10) Shall be an ex officio member of the Fundraising Committee and handle all monies incurred there-in.
 - (11) To provide a printed copy of the Chapter's expenses to the Chapter at each Chapter meeting.
 - (12) To perform such other duties as may be imposed upon him by the Constitution or By-Laws, customs and usages of the Fraternity or Chapter.
 - (13) To check in with the Alumni Association Delta (Treasurer) monthly by email, phone, or in person to discuss the progress of his office

SUBSECTION 1. REQUIREMENTS OF DELTA'S OFFICE.

- A. The Delta shall have been an active brother for no less than one academic year.
- B. The Delta shall not be on any form of probation or have any outstanding balances at the time of election either imposed on him by the requirements set by the Georgia Southwestern State University Interfraternity Council, National Office, or the Delta Pi Chapter of the Chi Phi Fraternity.

SECTION 11. THE EPSILON.

- A. The Epsilon shall be the Custodian of the lodge room and of the personal property of the Chapter.

B. It shall be the duty of the Epsilon:

- (1) To take entire charge of the lodge room and chapter furniture and keep them in proper order, and to make suitable arrangements for the convenience of the members at meetings of the Chapter.
- (2) To attend to and have the responsibility of opening and closing the lodge room and to admit members thereto upon their giving the proper signs and passwords.
- (3) To select in turn, for reasonable periods, members of the Chapter, other than officers, to assist him in the discharge of his duties.
- (4) To act as Sergeant at Arms during meetings if none other has been appointed by Alpha. This position is to maintain order and enforce orders by the Alpha.
- (5) To drape insignia at appropriate times for the Chapter.
- (6) To perform such other duties as may be imposed upon him by the Constitution or By-Laws, customs and usages of the Fraternity or Chapter.
- (7) The Epsilon will present a list of house rules at the beginning of each semester to be passed or amended by majority vote.

SUBSECTION 1. REQUIREMENTS OF EPSILON'S OFFICE.

- A. The Epsilon shall have been an active brother for no less than one academic year.
- B. The Epsilon shall be required to have his residence on the dormitory floor or house of the Chapter.
- C. The Epsilon shall not be on any form of probation or have any outstanding balances at the time of election either imposed on him by the requirements set by the Georgia Southwestern State University Interfraternity Council, National Office, or the Delta Pi Chapter of the Chi Phi Fraternity.

SECTION 12. THE ZETA.

A. The Zeta shall be the Historian of the Chapter.

B. It shall be the duty of the Zeta:

- (1) To keep an official register of the Chapter in which shall be entered the full name of each initiate and affiliate; the date and place of his birth; his place of residence; the name of his father and maiden name of his mother; the name and address of his guardian, if there be one; the name and address of his preparatory school; the date of his matriculation; the date of his initiation or affiliation; his class and course of study; and in case of an affiliate, the name of the Chapter or Chapter by which he is transferred; also such other information as may be of interest; and to fill out from time to time such register so that the same shall contain a record of the important events in the life of each member of the Chapter.
- (2) To keep a regular account and history of all matters of interest relating to the Chapter in a book provided for that purpose.
- (3) To read the history of each collegiate term at the last meeting of such term.
- (4) To make such official reports as may be required of him by law.
- (5) To see that Chapter new items are sent to the National Headquarters for inclusion in each issue of the Chakett.
- (6) To oversee the publishing of the "Moose Call" alumni newsletter written and published by the Alumni Chairman.
- (7) To perform such other duties as may be imposed upon him by the Constitution or By-Laws, customs and usages of the Fraternity or Chapter.

- (8) To check in with the Alumni Association Beta (Vice President) monthly by email, phone, or in person to discuss the progress of his office

SUBSECTION 1. REQUIREMENTS OF ZETA'S OFFICE.

- A. The Zeta shall have been an active brother for no less than one academic year.
- B. The Zeta shall not be on any form of probation or have any outstanding balances at the time of election either imposed on him by the requirements set by the Georgia Southwestern State University Interfraternity Council, National Office, or the Delta Pi Chapter of the Chi Phi Fraternity.

SECTION 13. THE ETA

- A. The Eta shall be the Risk Manager for the Chapter and elected by all active members.
- B. It shall be the duty of the Eta:
 - (1) To administer risk management policies and programs as promulgated by the National Fraternity and local Chapter.
 - (2) To ensure compliance with all laws, rules and regulations relating to personal safety and property management.
 - (3) To review with all members of the Chapter the Personal Safety Policy of the Chi Phi Fraternity, at least once per term.
 - (4) To select in turn, for reasonable periods, members of the Chapter, other than officers, to assist him in the discharge of his duties.
 - (5) To implement each academic semester a designated driver program, which should include a calendar with drivers assigned to each calendar date.
 - (6) To compile an emergency list of health care providers, emergency contact numbers, insurance card copies, policy numbers and any other appropriate information of all brothers or new members of the Chapter.
 - (7) To head Judiciary Committee to the best of his ability through the guidelines of that Committee set in this document.
 - (8) To perform such other duties as may be imposed upon him by the Constitution or By-Laws, customs and usages of the Fraternity or Chapter.
 - (9) To acquire or supervise the acquiring of security for all events needing such according to the GSW Weathervane, Delta Pi By-Laws, or Chi Phi Personal Safety Policy.
 - (10) To check in with the Alumni Association Alpha (President) monthly by email, phone, or in person to discuss the progress of his office

SUBSECTION 1. REQUIREMENTS OF ETA'S OFFICE.

- A. The Eta shall have been an active brother for no less than one academic year.
- B. The Eta shall be required to have his residence on the dormitory floor or house of the Chapter.
- C. The Eta shall not be on any form of probation or have any outstanding balances at the time of election either imposed on him by the requirements set by the Georgia Southwestern State University Interfraternity Council, National Office, or the Delta Pi Chapter of the Chi Phi Fraternity.

SECTION 14. THE THETA.

A. The Theta shall be the New Member Educator of the Chapter.

B. It shall be the duty of the Theta to:

- (1) To construct a written educational program to present to the Executive Council and full body for approval the first week before every pledge class.
- (2) To prepare the pledge class in all phases of the education necessary for initiation into the Brotherhood and to become adjusted to university life.
- (3) To be the spokesman in all meetings for the pledge class in all matters.
- (4) To be the mediator in all matters and disputes that arise in the pledge class.
- (5) To make all decisions concerning the pledge class through appropriate means.
- (6) To prepare a schedule of events for the Week of Initiation 3 weeks before the Week of Initiation.
- (7) To check in with the Alumni Association Alpha (President) monthly by email, phone, or in person to discuss the progress of his office

SUBSECTION 1. REQUIREMENTS OF THETA'S OFFICE.

- A. The Theta shall have been an active brother for no less than one full academic semester in which the fraternity was in session.
- B. The Theta shall not be on any form of probation or have any outstanding balances at the time of election either imposed on him by the requirements set by the Georgia Southwestern State University Interfraternity Council, National Office, or the Delta Pi Chapter of the Chi Phi Fraternity.

SECTION 15. THE IOTA.

A. The Iota shall be the Chairman of Member Development of the Chapter.

B. It shall be the duty of the Iota to:

- (1) Be in charge of member development.
- (2) Promote regular education of the chapter.
- (3) Plan and coordinate or conduct leadership activities.
- (4) Promote accountability among the brothers of the chapter.
- (5) Promote and reinforce the values of the fraternity.
- (6) Plan and organize or conduct two educational sessions or workshops per semester.
- (7) Encourage and handle involvement of the chapter in National Fraternity or Educational Trust sponsored conferences and workshops. Ex. COE, Congress, Alliances, Etc.
- (8) Report and give summary of chapter's participation with any National Fraternity or Educational Trust sponsored events during the next chapter meeting following the event.
- (9) To check in with the Alumni Association Theta (New Member Recruiter) monthly by email, phone, or in person to discuss the progress of his office

SUBSECTION 1. REQUIREMENTS OF THE IOTA'S OFFICE.

- A. The Iota shall not be on any form of probation or have any outstanding balances at the time of election either imposed on him by the requirements set by the Georgia Southwestern State University Interfraternity Council, National Office, or the Delta Pi chapter of the Chi Phi Fraternity.
- B. Any active brother who has already attended a National Fraternity or Educational Trust sponsored event.

SECTION 16. THE KAPPA

- A. The Kappa shall oversee and facilitate recruitment programming and issues within the Chapter
- B. The Kappa shall be a voting member of the Executive Council
- C. It shall be the duty of the Kappa to:
 - (1) Administer recruitment policies and programs as determined by the Fraternity, University, and local Chapter
 - (2) To ensure compliance with all laws, rules, and regulations relating to all recruitment efforts.
 - (3) To serve as a liaison between the Faculty Advisor and the Chapter concerning recruitment.
 - (4) To form and oversee a recruitment committee to assist him in the duties of his office.
 - (5) To perform such other duties as may be imposed upon him by the Constitution or By-Laws, customs and usages of the Fraternity or Chapter.

SUBSECTION 1. REQUIREMENTS OF THE KAPPA'S OFFICE

- A. The Kappa shall have been an active brother for no less than one academic year.
- B. The Kappa shall not be on any form of probation at the time of election either imposed on him by the requirements set by the Georgia Southwestern State University Interfraternity Council, National Office, or the Georgia Southwestern State University Chapter of the Chi Phi Fraternity.

SECTION 17. THE INTERFRATERNITY DELAGATE.

- A. The Interfraternity Delegate shall be a voting member on the Executive Council.
- B. The Interfraternity Delegate shall hold an office within the Interfraternity Council.
- C. It shall be the duty of the Interfraternity Delegate to:
 - (1) Give a weekly report at the Brothers meetings of the business that took place at that weeks IFC meeting.
 - (2) Attend every weekly IFC meeting, unless excused by the Alpha.
 - (3) To perform the duties required of him by the IFC constitution in accordance with his office.

SUBSECTION 1. REQUIREMENTS OF THE INTERFRATERNITY DELEGATE.

- A. The Interfraternity Delegate shall not be on any form of probation or have any outstanding balances at the time of election either imposed on him by the requirements set by the Georgia Southwestern State University Interfraternity Council, National Office, or the Delta Pi Chapter of the Chi Phi Fraternity.
- B. Be able to attend the weekly meetings of the Interfraternity Council.

CHAPTER VI. EXECUTIVE COUNCIL

- A. The Executive Council shall consist of:
- (1) The Alpha as the presiding officer.
 - (2) The Beta
 - (3) The Gamma
 - (4) The Delta
 - (5) The Epsilon
 - (6) The Zeta
 - (7) The Eta
 - (8) The Theta
 - (9) The Iota
 - (10) The Kappa
 - (11) The Interfraternity Delegate
 - (12) Any active brother the Alpha deems worthy of invitation.
- B. The Executive Council shall stand as the forum of original jurisdiction for all motions either introduced by a Council member or from an active brother. The procedure to be followed by the Council shall be:
- (1) The Council shall entertain no motion if it is not typed and the appropriate documentation, if required, is attached to the document unless an exception is made by the Alpha.
 - (2) If the motion requires the Chapter to incur a debt of more than fifty dollars the motion shall be referred to the Delta for attachment of a fiscal note. The fiscal note shall be made from financial information retrieved by the motion maker. Under no circumstances is the burden of retrieving the information to be passed to another member.
 - (3) The motions are to be taken up in the order that they are given to the Gamma for first reading.
 - (4) All motions are to be read two times. Once read in full and the following week by name. The Alpha has the right to suspend this rule to expedite any motion's path to approval.
 - (5) Following the second reading the motion shall immediately be voted upon by the members of the Council. A majority is required for passage of all motions.
 - (6) If the motion passes it is immediately put on the calendar for the next formal meeting for passage by the full body of the Chapter.
 - (7) If any motion fails to receive enough votes to pass out of the Executive Council, it shall automatically be considered tabled for a period no less than fourteen calendar days. After the fourteen days a motion in the meeting of the whole Fraternity can be made to remove the motion from the table. If the motion passes it can then be acted upon by the whole fraternity. If the motion fails the motion remains on the table.
- C. The Executive Council shall meet once a week with regularity. If at all possible it is ideal to have the Executive Council right before the meeting of the whole body of the Chapter. The Alpha has the right to call the Executive Council into order in times of apparent emergency.

CHAPTER VII. STANDING COMMITTEES

- A. The Chapter shall have the following standing committees:
- (1) Alumni Committee
 - (2) Beta's Council
 - (3) Fundraising Committee
 - (4) Judiciary Committee
 - (5) Philanthropy Committee
 - (6) Publicity Committee
 - (7) Social Committee
 - (8) Academic Committee
 - (9) Sports Committee.
 - (10) Recruitment Committee

- (11) Technology Committee
- (12) Properties Committee
- (13) Theta's Council

- B. The Chairmen of each Committee shall be appointed by the Alpha and responsible to report to the Beta through the Beta's Council, unless otherwise provided.
- C. These Committees are to be composed of active brothers appointed by the Alpha, unless otherwise provided.

SECTION 1. ALUMNI COMMITTEE.

- A. The Alumni Committee shall deal with any matter involving Alumni of the Chapter or Fraternity.
- B. The Alumni Committee shall organize any event involving Alumni relations.
- C. The Alumni Committee shall organize at least one event focused at improving relations with our local alumni.
- D. The Alumni Committee shall publish a newsletter focused at informing interested parties and alumni of the Fraternity. The newsletter shall be released no less than once an academic period.
- E. The Alumni Committee chairman shall send an updated address list of all chapter alumni to the National Office once an academic period.

SECTION 2. BETA'S COUNCIL.

- A. The Beta's Council shall be responsible for keeping the Beta abreast of the progress of each standing committee.
- B. The Beta shall appoint one member of the committee as the Secretary of the Beta's Council.
- C. Each report given in the meeting of the Beta's Council shall be transcribed and read in full by the Beta in the meeting of the whole Chapter. The report shall then be given to the Gamma for inclusion in the minutes.
- D. The Beta's Council shall meet weekly and with regularity. If possible, it is ideal for the meeting to be held mid-week.
- E. The Beta shall head all meetings and keep order at all times.
- F. The Beta's Council shall have no votes and emphasize the sharing of information only.

SECTION 3. FUNDRAISING COMMITTEE.

- A. Membership shall consist of the Beta and Delta with additional members provided by the Alpha through appointment upon request by the Beta.
- B. The Delta shall give in addition to whatever information is required of him already, the total amount of fundraising dollars acquired during the semester in his report for the whole body.
- C. The Fundraising Committee shall be responsible to organize at the very minimum one fundraising event per academic period per cause.
- D. The Fundraising Committee shall recognize the following as the Chapter's and Fraternity's causes:
 - (1) Boys and Girls Club of America.
 - (2) The American Cancer Society.
 - (3) The General Cooffers.

SECTION 4. JUDICIARY COMMITTEE.

- A. The Judiciary Committee shall be responsible for the maintenance and enforcement of the honor code of the Chi Phi Fraternity.
- B. The Committee shall serve one year and consist of the following:
 - (1) Chairmen shall be the Eta. The chairman may not vote.
 - (2) One representative for the freshman class.
 - (3) One representative for the sophomore class.
 - (4) One representative for the junior class.
 - (5) One representative for the senior class.
 - (6) One alumnus member appointed by the chairman of the Committee and approved by the Alpha.
 - (7) The Alpha may serve as an ex-officio member of the Committee without a vote.
 - (8) If a member or members of the Judiciary Committee are involved in any case being heard by the Committee, the Chairman will temporarily appoint replacements if the number of voting members falls below four (4).
- C. Elections of judicial committee members shall occur at the same time as annual officer elections.
 - (1) Eligible members must be in good standing with the Chapter.
 - (2) If there are no eligible members for a certain class, then the remaining spots shall be filled by members from the highest class in the Chapter, who are eligible as mentioned above (i.e. if there are no sophomores, then a senior would be elected if he meets the requirements. If no senior is eligible, then an eligible junior would be elected).
 - (3) The nomination and voting process shall occur in the same method as is provided for officer elections in Chapter V, however no discussion about the candidates shall occur.
- D. At the first meeting of the Judiciary Committee the body shall form a document listing the honor requirements of all brothers and pledges. The Chairman of the Judiciary Committee should then take the code before the Executive Council for approval.
- E. The Alpha or his designee will serve as temporary Chairman of the Judiciary Committee if the Eta is the Charged in a case being considered.
- F. The Chairman may appoint a member to be the secretary of the proceedings. If the Chairman feels it is necessary, he may appoint a bailiff to manage witnesses waiting to testify.
- G. If a breach of the honor code once accepted, obligations of membership, the Chi Phi Personal Safety Policy, or any policies set forth in these by-laws occurs then the Judiciary Committee shall serve as the forum for punishment of that breach.
- H. The Charged may appeal the decision of the Judiciary Committee. If an appeal is desired on the decision of the Judiciary, the appeal shall first be directed to the Executive Council, who can overturn the decision of the Judiciary with a 2/3 vote. If the decision is overturned it must have the approval of the Alpha. If an appeal is still desired, the appeal shall then be directed to the body of the whole for an immediate vote. Two-thirds of the body must agree to overturn a decision of the Judiciary Committee. No further appeal is possible through the Chapter. Appeals on the guilt of the Charged and the sanction(s) imposed must be considered separately when voting. If an appeal of the guilty verdict is passed, then the case is ended and the sanctions are nullified. If an appeal of the sanction or sanctions is passed, the body that overturns that decision must immediately impose new punishment.
- I. The Judiciary Committee shall meet when the evidence has been collected on the case and the chairman has set a calendar date for the case, which has been reported to the Alpha in the meeting of the whole body.
- J. Charges must be delivered to the Chairman of the Judiciary Committee. The Chairman will then bring those charges to the Committee. Charges may originate by two active brothers, an Alumnus, the Alpha, or the Committee itself. The charge brought before the Committee shall be in writing (on the approved form) and testified on by those members or member who have originated them. The Committee shall vote on the merits of the case and a 2/3 majority is required for a case to move forward.
- K. Notification to the member being charge shall be immediate and given to him in writing. The Charged shall be given the opportunity to defend himself in the Judiciary Committee and allowed to bring any information or witness to support his case. The Charged shall also be advised of his rights. A Brother's rights are:
 - (1) The right to not be prejudged.
 - (2) The right to be informed of dates for all judicial proceedings the day that they are set.
 - (3) The right to have witnesses.
 - (4) The right to appeal the verdict and the punishment decided by the Committee to the Executive Council, and then the whole body, in that order.
 - (5) The right to not be expelled from the Fraternity due to judicial proceedings, that power is specifically reserved for the Court of the Chapter.

- L. The Charged shall be required to follow the orders of the Committee at all times during, before, or after the case shall be heard.
- M. It shall take a majority of the Committee to convict the Charged of guilt. This vote cannot be reconsidered. Once guilt has been established, the Committee will immediately begin deliberations on the sanction(s) to be imposed. Sanctions or fines given to the Charged may only be assessed if the Committee votes unanimously to do so. Any monetary fine imposed shall be paid within two weeks of assessment unless prior arrangements have been made with the Delta and/or Alpha for reasonable circumstances.
- N. Probation in several forms may be assigned to any member who has been assessed a fine and/or sanction and has not complied with the orders of the Committee. The Probation forms are:
 - (1) Sports Probation consisting of denial of activity with the Fraternity in any athletic event that the Fraternity directly participates.
 - (2) Social Probation consists of the member being restricted from all social events including but not limited to: socials with sororities and recruitment events. The member also forfeits his privilege to utilize the lounge, unless conducting official Chapter business, such as a committee meeting, etc.
 - (3) Full Probation consisting of the member only being allowed to attend committee meetings, fundraisers, philanthropic events, and Chapter meetings. The member may not participate in any kind of sports events including intramural and IFC competitions. At Chapter meetings, the member forfeits his right to voice his opinion and cast his vote.
- O. The Alpha may call any member or Alumnus as a voting member to the Judiciary Committee, unless he is the Charged in the case pending, then the right is transferred to the Committee Chairman.
- P. The Charged has the right of appeal at any time to the National Grand Council within thirty days of judgment. The appeal should follow the appeal process set forth in the National Constitution of the Chi Phi Fraternity.
- Q. The Chairmen shall record in a journal all the facts of the case and any testimonies given, which, if deemed necessary by the Chair or Alpha, should be given to the Gamma for immediate notification to the Grand Council. The report should include all the above information including the Chairmen's signature, the Gamma's signature and the Alpha's signature. This report shall be sent registered mail and no more than ten days shall have elapsed.

SECTION 5. PHILANTHROPY COMMITTEE.

- A. The Philanthropy Committee shall coordinate any effort by this Chapter to acquire any moneys or participation in a non-profit organization honored as either our Local or National Philanthropy.
- B. Any moneys collected in the name of this Chi Phi Chapter shall immediately be recorded and given to the Delta. The Delta in his report to the full body shall in addition to his other financial information give the amount of money or hours of participation netted for our Philanthropy for the semester.
- C. The Philanthropy Committee shall recognize the following as the Chapter's Philanthropies:
 - (1) Boys and Girls Club of America as our National Philanthropy.
 - (2) American Cancer Society as our Local Philanthropy.

SECTION 6. PUBLICITY COMMITTEE.

- A. The Publicity Committee shall be responsible for any release of information that the Chapter intends to deliver to general populous.
- B. Any information should be brought before the Executive Council for prior approval unless otherwise stated by the Alpha.
- C. It shall be the duty of the Publicity Committee to publish an updated phone card for each brother at the beginning of each academic semester.
- D. It shall be the duty of the Publicity Committee to publish and updated address list of all the active brothers at the beginning of each fall semester.

SECTION 7. SOCIAL COMMITTEE.

- A. The Social Committee shall be responsible for organizing any social events that the Chapter shall host.
- B. The Social Committee shall also assume responsibility for any special requirements due of any officer of the Fraternity to any social event planned.
- C. The Social Committee shall also design any paraphernalia for any social event not directly under another chairmen or officer's jurisdiction.
- D. Any social shall be brought in the form of a motion to the Executive Committee for approval and have the appropriate documentation attached.

SECTION 8. SPORTS COMMITTEE

- A. The Sports Committee shall be responsible for the organization and execution of any and all intramural programs or IFC sporting competitions involving this Chapter.

SECTION 9. ACADEMIC COMMITTEE.

- A. The Academic Committee shall be responsible for the encouragement of academic achievement and success of any and all members of the brotherhood.
- B. The Chairmen of the Committee shall be the originators of any academic deficiency charge brought before the Judiciary Committee on any specific brother or pledge.
- C. The Academic Committee shall be responsible for creating and implementing a program for grade incentives.
- D. The Academic Committee Chair shall be an elected position, serving for one year, with the requirement that the Chair be an Active member in good standing for at least one year prior to election.

SECTION 10. RECRUITMENT COMMITTEE.

- A. The Recruitment Committee shall be responsible for the policy of active recruitment to the Chi Phi Fraternity.
- B. The Recruitment Committee shall throughout the year meet to discuss and implement recruitment strategies to enhance the numbers of the Chi Phi Fraternity.
- C. The Recruitment Committee shall be responsible to organize the formal week of Rush that the Interfraternity Council shall assign to a calendar date.
- D. The formal Rush plan devised by the Committee shall be brought before the Executive Council for approval.
- E. The Recruitment Committee shall also create a list of names that the Chapter should be aware of possible invitation to membership.
- F. The Recruitment Committee shall incorporate at least two members of the last pledge class that participated in the formal week of rush to provide insight in the formal week of Rush. The Chairmen of the Recruitment Committee shall determine the rights and privileges of these members determined by their status in the Fraternity.
- G. The Kappa shall appoint all members of this committee and the committee shall assist him in the performance of his duties as imposed on him by the Constitution or By-Laws, customs and usages of the Fraternity or Chapter.

SECTION 11. TECHNOLOGY COMMITTEE.

- A. The Technology Committee shall be responsible for the production, housing and updating of our chapter web page.
- B. The Technology Committee shall be responsible for the production of promotional materials for the chapter that involves technology such as video and audio production and computers.
- C. Any such materials produced by the Technology Committee that are to be released to the general populous or prospective members shall have prior approval by the Executive Council unless otherwise stated by the Alpha.

SECTION 12. PROPERTIES COMMITTEE.

- A. The Properties Committee shall be responsible for lodging of all items of the fraternity that are worth 25 dollars or more. Ex. Television, VCR, Couch, etc.
- B. The Properties Committee shall be responsible for handling the purchasing and selling of any property costing in excess of 25 dollars with the approval of the chapter.
- C. The Properties Committee shall be responsible for maintaining a housing savings account with the assistance of the Delta.
- D. The Properties Committee shall be responsible for overseeing the renting or issuing of any Chapter property for rent or use by anyone other than the Chapter.
- E. The Properties Committee shall be responsible for setting the amount for renting property of the fraternity with approval of the Chapter.
- F. The Properties Committee shall be responsible for overseeing the grounds keeping of the Chapter House.
- G. The Properties Committee shall head any renovations or any new construction of property. Ex. House, shed, fence, etc.
- H. The Properties Committee shall work in accordance with the Fundraising Committee on any fund-raiser benefiting the committee.

SECTION 13. THETA'S COUNCIL

- A. The Theta's council shall serve as an advisory council to the Theta.
- B. The Theta shall be the chairman of this committee and all duties and responsibilities of the office of Theta shall ultimately rest on him.
- C. The Theta's council shall consist of:
 - (1) The Theta serving as the chairman and head of the Theta's Council.
 - (2) All willing former Thetas, who are also currently active Brothers with the Delta Pi Chapter.
 - (3) One Brother, appointed by the Theta, who shall hold no elected office or position during his term on the Theta's Council.
- D. It will be the duty of the Theta's Council to:
 - (1) Advise the Theta on his duties and responsibilities, known or unknown.
 - (2) Assist the Theta in the execution of all of his duties and responsibilities.
 - (3) To hold meetings when deemed necessary by the Theta.
 - (4) Come to an agreement, in the form of a motion, on changes or revisions to the New Member Education Program before said changes are brought before the Brotherhood to be accepted.

CHAPTER VIII. SPECIAL COMMITTEES.

- A. Special Committees shall be set up from time to time for a specific purpose. Once the purpose for the formation of the Committee is absolved it should then be dissolved.
- B. Special Committees shall report to the Beta's Council just as that of any Standing Committee.
- C. Membership shall be determined by the Alpha and the Chair appointed by the same.
- D. An Example of a Special Committee shall be:
 - (1) The Constitutional Committee shall be formed when any parts of the Chapter's By-Laws are in need of revision or replacement. This Committee shall follow the appropriate parliamentary procedure and shall be headed by the designee of the Alpha.

CHAPTER IX. FISCAL YEAR.

The Fiscal and Fraternity year shall commence on the first day of July and end the last day of June.

CHAPTER X. DUES.

SECTION 1. AMOUNT OF INITIATION DUES.

Initiation dues shall consist of two payments, one due with the New Member Report #0, and the other due with the Initiation Report #1. This Chapter shall be responsible to contact the National Headquarters for the latest dues amounts.

SECTION 2. CHANGE OF INITIATION DUES.

This Chapter recognizes the authority of the Grand Council to change the amount of dues and the requirement of such to notify this Chapter of the change prior to April 1st which will be effective for all initiates and new members as of September 1st of that calendar year until a further change may be made.

SECTION 3. ADDITIONAL DUES.

- A. As an addition to the initiation dues each member shall be responsible to pay the sum of \$15 if he is still an active member of this Chapter on November 1st of each year; and \$15 if he is still an active member of this Chapter on March 1st of each year. This Chapter shall be responsible to the National Headquarters to pay such dues. The Chapter may pay said dues from general funds or collect such dues from the individual brothers as it chooses.
- B. Each active member shall be responsible to pay a \$10 house allowance at the beginning of each month while the fraternity is in session. These dues will go directly into the Housing Fund and be used towards the goal of attaining a Fraternity House.
- C. Each Active member shall be responsible to pay a \$5 scholarship fund allowance at the beginning of each month while the Fraternity is in session. These dues will go directly into the Scholarship Fund started by the Delta Pi Alumni Association and be used towards the goal of encouraging academic excellence.

SECTION 4. LOCAL FRATERNITY ALUMNI AMOUNT OF MEMBERSHIP.

All alumni members of our local Fraternity taken into the Chi Phi Fraternity, desiring membership in Chi Phi, shall pay the sum of seventy-five dollars to the Chi Phi Educational Trust in lieu of initiation dues.

SECTION 5. REMITTANCE OF DUES.

At the option of this Chapter, we understand that the entire sum of initiation dues may be charged at the time of pledging and remitted in the same manner as the first installment.

SECTION 6. FAILURE TO PAY DUES.

In the event of failure to pay dues or initiation dues as required, we recognize the power of the National Director to impose a fine not to exceed twenty-five dollars for each new member or initiate as to whom the proper dues were not timely paid. This Chapter further recognizes the policy of the Fraternity to impose such a fine, unless there are extenuating circumstances which this Chapter provides in writing.

CHAPTER XI. REPORTS.

SECTION 1. MAILING OF REPORTS AND COMMUNICATIONS.

All reports and official communications shall be forwarded to the National Headquarters of the Fraternity.

SECTION 2. REPORTS FROM THE GAMMA.

It shall be the duty of the Gamma of this Chapter to send to the National Headquarters the following reports, retaining copies for his files:

- A. #0. Within five days after each man is pledged to the Chapter, the following particulars regarding such new member:
 - (1) Name in full.
 - (2) Home address.
 - (3) Names in full of parents or guardians.
 - (4) Place and date of birth.
 - (5) Preparatory school.
 - (6) Date of matriculation, class and course of study.
 - (7) Social Security number.
 - (8) Other information requested by the Grand Council.
- B. #1. Two weeks prior to the anticipated date of initiation to request the initiation of new members using form #1, giving the date of initiation, and enclosing the initiation dues for each man listed.
- C. #2. Affiliation. Within ten days of affiliation, the man's information must be sent to the national office using the #2 report
- D. #3. To prepare and execute under the Chapter seal, certificates of election of delegates of the Chapter to each Congress, using form #3; to send one original certificate to the National Headquarters at least two weeks prior to the date of Congress, and to place another in charge of a delegate for presentation to the Congress.
- E. #4. By the first day of December the names of the active members and the names of the men pledged to the Chapter as of the date of the report, using Form #4.
- F. #5. Year-End Report. The end of Spring Semester or May 1st, whichever comes first, a report prepared with the assistance of the Delta, Zeta, and Alpha of the Chapter containing the following:
 - (1) A list of the officers of the Chapter with their home addresses and their prospective summer addresses, active members, initiates for the year, new members for the year, and a list of graduated or graduating members.
 - (2) The date of the opening of the Fraternity house for the college year, the date the rushing season for the next college year will open and the name and summer address of the rushing chairmen.
 - (3) The name and address of the Chapter Advisor and Faculty Advisor.
 - (4) All changes in member's home addresses since the last report #5 was filed.
 - (5) A list of the brothers who have died during the year, giving names, date and place of birth, and date of death.

- (6) A Chapter photograph with key to the names and a Chapter history for the past year.
- G. #6. Immediately after any election of officers the names and post office addresses of the newly elected officer or officers, using Form #6.

CHAPTER XII. PUBLICATIONS.

This Chapter shall publish at least once a semester an Alumni newsletter called the *Moose Call* and submit articles to the *Chakett* and our University newspaper the *Sou' Wester*.

CHAPTER XIII. PARLIAMENTARY PROCEDURES.

- A. Except otherwise provided in the Constitution and By-Laws of the Fraternity, parliamentary procedure in any meeting at any level shall be conducted in accordance with the latest edition of *Robert's Rules of Order*.
- B. The Alpha may express his opinion only during the following times:
 - (1) During a Bid Session.
 - (2) During officer elections provided that he will not be the Alpha during the term the officer will be elected to serve.
 - (3) He steps down from the Chair.
- C. Proxy votes shall be counted only if the member is an Active Brother with valid voting privileges and the proxy is not submitted for a Court of the Chapter
 - (1) Proxy votes must be submitted to the Gamma before the start of the meeting during which the election is to take place
 - (2) Proxy votes must be hand-written and signed by the Brother submitting them.

CHAPTER XIV. AMENDMENT PROCESS

A written motion approved by the Executive Council shall amend the By-Laws of the Chapter. The originator of the motion may be any active brother, but in order for the amendment to be ratified, it shall have to have two-thirds support of the active members of the Chapter.

CHAPTER XV. THE PRAYER OF THE FRATERNITY.

The following form of prayer shall be used at the Chapter meeting and whenever the Beta deems worthy:

Almighty Father, who dost vouch safe to direct those who acknowledge Thee in all their ways, look, we beseech Thee, with favor upon our Fraternity. Make it a blessing and a benefit to all its members. Deliver us from those evils to which we may be at any time exposed. Grant us the Light of Thy Truth and the illumination of Thy Spirit, that we may always do that which is acceptable in Thy sight. Unite us in the bonds of Love. Keep us in Charity with all mankind. Incline our hearts to walk humbly before Thee, and help us so to acquit ourselves in this life that we may dwell with Thee in Life Everlasting. Amen.

CHAPTER XVI. ADVISORS TO THE CHAPTER.

SECTION 1. CHAPTER ADVISORY COMMITTEE

- A. The Chapter shall select three of its alumni who shall serve as Chapter Advisor in Fraternity affairs.
- B. The positions of Chapter Advisors shall be elected annually.
- C. Each member affirms with their assumption of office that their term of office shall be for one year, unless allowed to resign by the Chapter
- D. Resignations shall be by a two-thirds vote of the Chapter.
- E. The Chapter shall promptly report their names and addresses to the National Headquarters.

SECTION 2. FACULTY ADVISOR

- A. The Chapter shall select a member of the faculty, teaching staff, or administrative staff of Georgia Southwestern State University to serve as Faculty Advisor.
- B. The Chapter shall promptly report his or her name and address to the National Headquarters.
- C. He or she shall serve as a liaison between the Chapter and Georgia Southwestern State University.
- D. He or she shall serve as academic advisor to the Chapter.

CHAPTER XVII. HOUSEKEEPING BILL

Any and all changes or corrections to the Delta Pi By-Laws in spelling, punctuation, or capitalization can be made by any active brother of the Delta Pi chapter with the consent of the Alpha.

Change Log

Changes made April 3, 2015 (Changes made by Brother Warnock, Delta Pi '98, Alumni Advisor)

- Added the Table of Contents. To continue that, each chapter should be formatted as "Heading 1," each section should be formatted as "Heading 2," and each subsection should be formatted as "Heading 3." These settings can be found under the "Home" tab of Word 2010. After formatting the headings, select the table of contents, right click and choose "Update Field," and select "Update Entire Table."
- Some section heading formats were changed to be parallel. Also, the page numbering was added to the bottom.
- Updated the Judiciary Committee policies in Chapter 7, Section 4. With the chapter at only 7 active members(plus the Eta), it was decided to lower the number of Brothers on the Judiciary Council to 4 actives and 1 alumnus. This gives an odd number and lowers the number of actives involved to 4. When the chapter membership grows, it should be returned to the number previously used.

Changes made May 1, 2015 (Changes made by Brother Warnock, Delta Pi '98, Alumni Advisor)

- Changed minimum GPA for pledging/initiation to 2.5 in Chapter II, Section 2, Subsection D.
- Added Chapter V, Section 1, Subsection E (To be eligible for election as an officer of the chapter, a Brother shall not be on any form of probation at the time of election either imposed on him by the requirements set by the Georgia Southwestern State University Interfraternity Council, National Office, or the Georgia Southwestern State University Chapter of the Chi Phi Fraternity. (See Chapter II, Section 9.)).

Changes made February 27, 2016

- Changed all references of "Scholarship Committee" to "Academic Committee."
- Added Chapter V, Section 11, Part B, Number (7) to say: "The Epsilon will present a list of house rules at the beginning of each semester to be passed or amended by majority vote."