

Article I

Nomenclature

Section 1. The organization shall be the Kappa Alpha Psi Fraternity, Alpha Chapter, with jurisdiction on the Indiana University campus and affiliated chapters.

Article II

Financial Requirements

Section 1. All nationally registered financial members of Kappa Alpha Psi Fraternity Inc., who are active members (undergraduate level) on the campus of Indiana University, are eligible for active membership into the Alpha Chapter of Kappa Alpha Psi.

Section 2. The yearly fee of thirty dollars (\$30.00) in two installments of fifteen (\$15.00) each semester is required of all members in order to be considered financial members of Alpha Chapter.

Section 3. Any brother owing debts to the chapter, which totals up to or exceed five dollars (\$5.00) will be deemed non-financial. This restricts the brother(s) from all chapter activities such as parties, MOIP intake, and the wearing of Kappa Alpha Psi paraphernalia on the Indiana University campus, unless appealed by the Executive Board. The Keeper of Exchequer will monitor all said debts and give an up to date report at each chapter meeting.

Section 4. Only a financial member of Alpha Chapter is entitled to voting privileges, but only while present in person to cast his vote.

Section 5. All officers of Alpha Chapter and members of the Executive Board must be financial with the Chapter. If an officer is deemed non-financial, he has thirty days (30) in which to clear this debt or else his office must be relinquished. Within the 30 days an appeal must be made.

Article III

Section 1. All regularly scheduled Chapter meetings are mandatory for all brothers. The days and times of Chapter meetings are set by the current Alpha Chapter Polemarch and voted on by present body. However, additional meetings can be called at the discretion of the current administrative body. In order to be excused from Chapter meetings, a member must submit his excuse via text or call 24 hours in advance of the meeting to the Polemarch or Stategus, both of which have the power to accept or reject the excuse. However, a brother may appeal the decision in front of the Executive Board at the next

scheduled meeting. Each brother of the Alpha Chapter is permitted three (3) excused absences a semester both informal or formal chapter meetings.

Section 2. Two thirds (2/3) of the of the Chapter, or 10 financial members are necessary to constitute a meeting quorum at Alpha Chapter. This quorum of ten members must be maintained throughout the meeting. No action or motion can be passed unless this quorum is maintained.

Section 3. The Polemarch has the authority to call any emergency meeting within forty-eight (48) hours notice of all members.

Section 4. All fines may be waived upon a plausible excuse being presented to a member of the Executive Board. The Executive Board shall decide whether to accept or reject the excuse.

Section 5. Improper Dress* No admittance
Malicious Outbursts (Chapter Meeting)

First offense.....Warning

Second offense..... Ejection

*Considered to be anything unbusinesslike, by the discretion of the Strategus or Lt. Strategus.

Section 6. All dues shall be placed in a special fund and shall be accumulated to at first \$25 to be totaled and given to the Alpha Chapter Laurel Wreath winner for educational expenses.

Section 7. In addition to the other Bylaw requirements, each active chapter member is expected to attend at least one Leadership Development event (ie. class, conference, workshop, etc.) per school year.

Article IV

Duties of Executive Officers

Section 1. Officers Requirements

A. Each Officer must be registered as a full-time student at Indiana University Bloomington to be elected into a position.

B. Each Officer must have a minimum GPA of a 2.5 to be elected into a position.

- C. Each Officer must maintain a minimum GPA of a 2.5 throughout his term in office.
- D. Failure to meet these requirements will result in the vacancy of that Office.

Section 2. Polemarch

- A. The Polemarch shall preside at all Chapter meetings of the Alpha Chapter of Kappa Alpha Psi Fraternity Inc.
- B. The Polemarch shall have the power to call all special meetings with 48 hours notice to all members.
- C. The Polemarch is the official representative of the Alpha Chapter of Kappa Alpha Psi.
- D. The Polemarch shall have the power to appoint all special committees and members to vacant positions on special committees.
- E. The Polemarch shall vote in the Chapter meeting, in the event of a tie vote.
- F. The Polemarch is a non-voting member of the Judicial Board.
- G. The Polemarch shall submit a written report through e-mail to the Chapter on the State of the Chapter every month.
- H. The Polemarch should make provisions in his absence for the Sr. Vice or Junior Vice Polemarch to conduct a meeting.
- I. The Polemarch shall endeavor to attend all events of the Alpha Chapter of Kappa Alpha Psi or send his designee Sr. Vice Polemarch or appointed brother.
- J. The Polemarch shall submit a written report to the Chapter and his successor on the functions of the office and accomplishments at the end of his term in office.
- K. Enforce Constitution and Bylaws of Kappa Alpha Psi Fraternity, Inc. – Alpha Chapter.

Section 3. Senior Vice- Polemarch

- A. In the absence of the Polemarch the Senior Vice-Polemarch shall exercise all the powers and duties of the Polemarch.
- B. The Senior Vice-Polemarch shall be the presiding officer of the Board of Directors meeting.
- C. The academic affairs and public relations committee shall be put under the jurisdiction and chaired by the Senior Vice-Polemarch.
- D. The Senior Vice-Polemarch shall submit a written report to the Chapter and his successor on the functions of the office and accomplishments at the end of his term in office.

- E. The Senior Vice Polemarch shall enforce the chapter's Leadership Development initiatives and Academic endeavors within the chapter. He shall assist members in finding leadership opportunities and will approve of the events attended.

Section 4. Junior Vice-Polemarch

- A. In the absence of the Polemarch and Senior Vice-Polemarch the Junior Vice-Polemarch shall exercise all of the duties of the Polemarch and Senior Vice-Polemarch.
- B. The Programming, Guide Right, Community Service, MOIP, and Provincial committees shall be placed under the jurisdiction and chaired by the Junior Vice-Polemarch.
- C. The Junior Vice-Polemarch shall submit a written report to the Chapter and his successor on the functions of the office and accomplishments at the end of his term in office.

Section 5. The Keeper of Records:

- A. The Keeper of Records shall be recording secretary of the Chapter and shall submit accurate minutes of the preceding meeting at each session of Chapter Meetings.
- B. The Keeper of Records is the keeper of all organization records and documents.
- C. The Keeper of Records shall keep an accurate record of activities during the current year for Chapter of the Year submissions.
- D. The Keeper of Records shall be responsible for internal communications of the Chapter.
- E. The Keeper of Records shall compile and maintain a permanent record of Alpha Chapter brothers, Alumni brothers, North Central Province undergraduate and Alumni Chapter Polemarchs, Keeper of Records and all provincial and national officers.
- F. The Keeper of Records shall submit a written report to the Chapter and his successor on the functions of the office and accomplishments at the end of his term in office.
- F. The Keeper of Records shall be recording secretary of the Judicial Board.

Section 6. The Keeper of Exchequer:

- A. The Keeper of Exchequer shall publish regular statements of accounts for the receipts and expenditures each semester.
- B. The Keeper of Exchequer and Polemarch, with the supervision of the Chapter Advisor, have the sole authority to write checks or withdraw money from the account with the consent of the Chapter.

- C. The Keeper of Exchequer is required to report at each Chapter meeting all receipts, disbursements, and outstanding accounts unpaid since the last report and to submit a budget report on the first meeting of each month.
- D. The Keeper of Exchequer shall have jurisdiction and chair the Committee to Secure Future Chapter Housing and Finance Committees.
- G. The Keeper of Exchequer shall submit a written report to the Chapter and his successor on the functions of the office and accomplishments at the end of his term in office.

Section 7. The Strategus:

- A. The Strategus is responsible for keeping order and guarding the approaches to the Chapter while in session.
- B. He will regulate all ballot voting and ensure the correct parliamentary procedure is followed during all regularly scheduled meetings.
- C. The Strategus shall submit a written report to the Chapter and his successor on the functions of the office and accomplishments at the end of his term in office.
- D. The Strategus shall be the presiding parliamentarian of the Judicial Board.

Section 8. The Lt. Strategus:

- A. The Lt. Strategus shall assist the Strategus in guarding the approaches of the Chapter in Session.
- B. The Lt. Strategus shall perform all the duties of the Strategus in the event of his absence, disability to perform, or upon his direction or request.
- C. The Lt. Strategus shall be the presiding parliamentarian at the Board of Directors meetings.
- D. The Lt. Strategus is responsible for the setting up of Chapter meetings and other meetings that represent the entire body of the Chapter unless a committee has been appointed.

Section 9. The Historian/ Webmaster:

- A. The Historian is charged with collecting and preserving historical information and seeing to the chronological accumulation and publishing of its history.
- B. The Historian shall keep a record of all active members of the Alpha Chapter. A scrapbook will be kept in the archives to serve as a record of the Alpha Chapter accomplishments.
- C. The Historian shall cover chapter functions. He shall be charged with the responsibility of having picture and video coverage of each Alpha Chapter event. He will also work on articles to submit to the Journal every month.
- D. The Historian shall submit to the Chapter a monthly report of activities and programs.

- E. The Historian shall submit a written report to the Chapter and his successor on the functions of the office and accomplishments at the end of his term in office.
- F. The Historian should have a weekly report of what has been collected—to be announced at Chapter Meetings.
- G. The Historian is charged with the duty of updating the Alpha Chapter webpage, Facebook, Twitter, and other social media accounts every week.

Article V

Duties of other Elected and Appointed Officers

Section 1. MOIP Chair

- A. MOIP Chair shall be in charge of membership recruitment while following the format outlined in the NATIONAL Membership Orientation Intake Program.
- B. A brother must have been a member of Alpha Chapter for at least one semester to be eligible for this office.
- C. The term of the MOIP Chair is the length of the intake period.
- D. The MOIP Chair will be dismissed on counts of negligence determined by the Chapter.
- E. The MOIP Chair shall have an assistant.
- F. The MOIP Chair and his assistant must be voted in by the Chapter in a secret ballot.

Section 2. Intra-Fraternity Council Representative:

- A. The I.F.C. representative, along with the Polemarch, must attend all scheduled I.F.C. meetings.
- B. The I.F.C. representative must give regular reports before the Chapter.
- C. The body of the chapter shall be granted the opportunity to establish which body they will be involved in each academic school year.

Section 3. National Pan- Hellenic Council Representative:

- A. The NPHC representative shall represent Kappa Alpha Psi at all NPHC meetings.

Section 4. Public Relations Chair:

- A. The Public Relations Chair shall be responsible for advertisement and keeping the Chapter informed of activities that are happening around the college and community.
- B. He shall be responsible for seeing that a Chapter newsletter is sent out once a month.
- C. The Public Relations Chair shall be a part of the advertising committee.
- D. He shall advise the Chapter on the opinions of outside organizations

E. He shall, with other committees help improve Chapter image when needed.

Article VI

Removal of an Officer

- Section 1. Any officer of the Alpha Chapter is subject to removal from office upon satisfactory evidence that the officer in question is guilty of gross negligence of his administrative responsibilities and organizational duties or any other conduct that would be detrimental to Alpha Chapter.
- Section 2. The charges against an officer must be made in writing and signed by the person or persons making the same and then submitted to the Keeper of Records or Polemarch. Immediately upon receipt of the written complaint, the Keeper of Records shall notify the officer of the charges brought against him. Charges against the officer in question may present a defense to the charges. When the hearing is concluded, the body will vote by secret ballot on whether the officer is to remain in office. A majority vote of members present is required to remove an officer from office. If an office is declared vacant, an election immediately follows to fill the position.

Article VII

Scholarship Committee

- Section 1. The name of this committee shall be the Scholarship Committee of the Alpha Chapter of Kappa Alpha Psi Fraternity Inc.
- Section 2. This shall be a standing committee of the Alpha Chapter, and be granted a budget, on a yearly basis; the amount there unto will be decided by the appropriate committee of the chapter.
- Section 3. The committee shall have four (4) members; the Scholarship Chair (Appointed by Polemarch), who shall be de facto president of the committee, with no vote and who shall maintain the right to call meetings, set an agenda and make reports to the Chapter. There shall be a Senior Representative, a junior Representative, a Sophomore Representative, and a new member in addition to the Chair, all with one vote, and all shall be elected by the Chapter at the regular time.
- Section 4. The committee shall have the following responsibilities:
- A. To maintain a study area for the Fraternity each week on campus.
 - B. To report scholastic achievements and events to the Senior Vice-Polemarch.
 - C. Develop programs and policies for the entire Chapter.
 - D. Establish incentives and awards.

E. To make plans for members below by-laws minimum requirement.

The committee shall act as a regulatory agency whose policies shall have force of law, enforceable by the Executive Board of the Chapter.

Article VIII

Alpha Chapter Laurel Wreath Requirements

Section 1. Accumulative G.P.A. of 2.7 or better.

Outstanding services to the Fraternity.

Outstanding services to the Community.

Outstanding services to the University.

Section 2. Brother of the Semester

A. Shall be nominated and voted on by the chapter each semester for outstanding service to the Fraternity, Community, and University.

B. Shall be placed in the Polemarch State of the Chapter e-mail.

C. Shall receive Certificate from Executive Board.

Article IX Amendments

Section 1. Business before Pleasure

A. The Alpha Chapter shall plan a service, business, guide right, and/or community service project before any social event.

B. This shall occur every semester that Alpha Chapter is active on the Indiana University Campus.

Section 2. Submit Schedule

A. Brothers shall submit to the Strategus of the Alpha Chapter their schedules including test, projects and any other important dates at the beginning of each semester.

B. These schedules must be submitted by the 3rd Chapter meeting of each semester.

C. Failure to do so will result in said Brother to be deemed INACTIVE.

Section 3. Event Proposal & Committee Requirements

A. No event can be proposed and/or voted upon in a chapter meeting without the completion of an Event Proposal Guide.

Revised and Amended April 11th, 2013

Polemarch: Burnell Grimes, Jr.

Keeper of Records: Eric Evans

Chapter Advisors: Jimmy Meadows, Vince Isom, and Eric Love.

- B. Each committee and subcommittee is expected to:
 - a. Be chaired by one active Alpha chapter Brother
 - b. Chair to present a report in at least one chapter meeting per month
 - c. Propose at least one initiative/program/ effort per semester
 - d. Execute at least one initiative/program/ effort per year
 - e. Keep a record of discussions at every meeting (this will help develop your report)
 - f. Submit all records to the Junior Vice Polemarch

Section 4. Event Budget Request & Submission Requirements

- A. A budget must be completed, submitted, and presented to the Keeper of Exchequer and chapter before any event or program is to take place in order for that event or program to be funded by the Alpha Chapter exchequer. The following time--line of submission must be enforced:
- B. All Events Including (Week of Events, Socials, Parties, Programs or Major Event, Collaborations, etc.): 4 Weeks in advance.
- C. Failure to adhere to this timeline will result in funding NOT being given from the Alpha Chapter exchequer. Acceptance of budgets will be under the discretion of the Keeper of Exchequer. Appeals can be presented to the Judiciary Board.

Section 5. GPA Requirement

- A. Brothers with semester GPA below 2.5
 - a. Taken off My Involvement or University Roster and deemed INACTIVE.
 - b. Must pay \$50 fine to the Exchequer to be considered ACTIVE.
 - c. Must attend Study Tables the following semester for 2 hours per week.
 - d. Must submit 5 goals for academic improvement
 - e. Must be subject to grade checks by the Alpha Chapter Advisor for the following semester.
 - f. If on the Executive Board brother must vacate his office immediately.*

Section 6. Indiana University Student Organization Requirements

- A. Statement of University Compliance: This organization shall comply with all Indiana University regulations, and local, state, and federal laws.
- B. Anti-Hazing Policy: Hazing is strictly prohibited. Hazing shall be defined as any conduct which subjects another person, whether physically, mentally, emotionally, or psychologically, to anything that may abuse, degrade, or intimidate the person as a condition of association with a group or organization, regardless of the person's consent or lack of consent.

- C. Personal Gain Clause: This organization, if raising funds, shall ethically raise and distribute profits from organizational functions to either the organization or to members who provide a service that directly benefits the organization. Individual members may not receive compensation directly from for-profit companies if acting as a representative of a student organization.