

**BY-LAWS
ALPHA-PHI ZETA
LAMBDA CHI ALPHA FRATERNITY**

2018 REVISION

ARTICLE I NAME

This body shall officially known and designated
as the Alpha-Phi Zeta of the Lambda Chi Alpha Fraternity.

PO BOX 11069
601 Jefferson Avenue
Tuscaloosa, AL 35401

ARTICLE II GOALS

Section 2.1 Goals Enumerated

The Goals of this Chapter shall be:

1. To maintain at the University of Alabama an undergraduate unit of Lambda Chi Alpha Fraternity in accordance with its ideals, standards, and laws set forth in its Ritual, Constitution and Statutory Code, Grand High Zeta edicts and the authorized rulings and orders of its general officers.
2. Particularly to build up the membership, ideals, spirit, organization, and physical equipment of this Zeta so that affiliation therewith shall be regarded as an honor and a privilege of which only the finest men are worthy.
3. To foster a spirit of genuine brotherhood among its members and associate members in good standing of other Zetas who visit it, to do all within its power to increase the friendly bond between the chapters, to develop as much as possible a universal consciousness of fraternalism in Lambda Chi Alpha Fraternity, to emphasize the fact that its badge and Ritual are sacred, that membership is for life and that its brotherhood is universal within its membership.

ARTICLE III LAWS

Section 3.1 Laws Enumerated

This Chapter shall be governed by the following laws respectively:

1. Actions of the General Assembly
2. The Ritual of Lambda Chi Alpha Fraternity

3. Constitution and Statutory Code
4. Actions of the General Fraternity by Referendum
5. Acts of the Grand High Zeta
6. University of Alabama Rules and Regulations
7. Interfraternity Council Regulations
8. Chapter Bylaws
9. Decisions of the Chapter
10. Acts of the Executive Committee
11. Decisions of the High Zeta
12. Decisions of the House Corporation

ARTICLE IV MEETINGS

Section 4.1 Regular Meetings

Regular meetings of the Chapter shall be convened on each Sunday of every week at a time and place set by the High Alpha during the fall and spring semesters of the academic year.

Section 4.2 Special Meetings

Special meetings may be called by the High Alpha, or ranking officer, at any time and shall be called by him in cases of necessity upon the signed petition of twenty-five (25) percent or more of the undergraduate members. Action taken by special meeting shall be binding on the Chapter only provided notice thereof in an electronic matter at least twenty-four (24) hours prior thereto. Notice may be waived if at least seventy-five (75) percent of the Chapter is present and consents, or in the event of an emergency, as determined by the Executive Committee of High Alpha.

Section 4.3 Quorum

A majority, more than 50%, of the members of the undergraduate Zeta shall constitute a quorum at any regular or special meeting. There shall be no voting by proxy. Any absentee ballots may only be cast in officer elections and must be registered with the High Gamma before convening of the Chapter meeting.

Section 4.4 Privilege of Attendance

Both Initiated and Associate Members of the undergraduate chapter and alumni may attend business meetings without examination, except as to their identity, when necessary. In addition, members of the Grand High Zeta and their official representatives may attend without specific invitation, after proper

identification has been produced. Initiated and Associate Members of other Chapters of Lambda Chi Alpha and other persons may attend only by invitation of the majority of the members present or the High Alpha.

Section 4.5 Compulsory Attendance

Attendance at regular, special, and those meetings designated as “Chapter functions” shall be compulsory for all members except as hereinafter provided for as “excused absences” for a member. A notification of absence shall be received by the High Gamma of an absence prior to the meeting or “Chapter function.” Attendance at all official functions is also mandatory, and any unexcused absences will be fined by the Executive Committee.

1. Conflicts due to employment, course meetings, volunteer community services scheduled during the time of mentioned meetings.
2. Reasons of health.
3. Personal emergency situations.

Section 4.6 Privilege of Voting

Undergraduate members in good standing as defined in the Constitution, Statutory Code, and the By-Laws are entitled to vote in this Zeta. Faculty, alumni, and honorary members shall not be allowed a vote but their advice will be welcomed. The High Alpha shall not vote except in the event of a tie.

Section 4.7 Majority

Unless otherwise specified, a majority vote shall be ample for action of this body. By majority it shall be meant more than fifty (50) percent of the undergraduate members present and voting at any properly called meeting.

Section 4.8 Behavior at Meetings

Disorder in a regular or special meeting shall not be tolerated. The presiding officer shall have the power to cause the removal and/or fining of any person causing a disruption of the meeting. Behavior not in keeping with this section shall be considered conduct unbecoming of a member of Lambda Chi Alpha.

Section 4.9 Order of Business

The following shall be the order of business in a regular meeting:

1. Call to order
2. Opening prayer and Creed
3. Roll Call

4. Reading of the minutes
5. Officer reports
6. Old Business
7. New Business
8. General announcements
9. Adjournment
10. Meeting of the initiated members (if requested)
11. Meeting of the Executive Committee

Section 4.10 Rules of Order

Robert's Rules of Order Revised, in absence of other rules, shall govern the conduct of the meeting of this Zeta. The High Pi shall have the authority to render a supreme decision on any questions of procedure. It will take a good one-third (1/3) vote of all the members in good standing present and voting to table a motion for one (1) week.

In times of Emergency Situations, as decided by the Presiding Officers in the Executive Committee, a vote can be held immediately without reservation.

ARTICLE V **OFFICERS**

Section 5.1 Definition of Officers

The term "officer" shall be interpreted to include any member elected by the Chapter or appointed by the Executive Committee.

Section 5.2 Officer Requirements

All members are entitled to be elected as an officer by this Zeta if they have achieved a cumulative and current semester grade point average of 2.250. The High Alpha, High Tau, and High Kappa are required to reside in the house (or summer house) during the summer months.

Section 5.3 Officer Duties

1. Greek letter officer duties shall be in accordance with the stipulations of Article IV of the Constitution and Statutory Code.
2. Other officer's duties are as described herein and in accordance with the will of the Chapter and the High Alpha.
3. High Zeta shall include a High Pi, who is appointed by the Grand High Pi.

4. Rank of Officers: 1) High Alpha 2) High Beta 3) High Theta 4) High Gamma 5) High Tau 6) High Iota 7) High Kappa 8) High Delta 9) High Phi 10) High Sigma 11) High Epsilon 12) High Rho

House Manager

The duties of the House Manager include:

1. He shall be responsible for the operation and general periodic maintenance of the chapter house with the advice and consent of the Executive Committee.
2. He shall be responsible for the coordination and supervision of all chapter clean-up sessions.
3. He shall be responsible for the procurement and returning of all equipment and tools.
4. He shall enforce applicable house rules and regulations within the guidelines established by the Executive Committee.

The House Manager shall be appointed by the Executive Committee. Appointment shall be made semesterly.

Recreational Sports Chairman

The Recreational Sports Chairman shall be responsible for the Zeta's intramural sports programming. He shall have such powers and duties as defined by the Chapter and the High Alpha. Specifically, he shall:

1. Schedule intramural sports events.
2. Attend all sports chairman meetings.
3. Complete all team rosters and other forms.
4. Appoint a coach for all team sports.
5. Have ultimate authority over member participation.
6. Make all athletic equipment accessible to all members.
7. Attempt to ensure that members conduct themselves in a sportsmanlike manner and represent Lambda Chi Alpha to the best of their ability.

The Sports Chairman shall be elected at the beginning of the spring semester and serve a one-year term from the beginning of the spring to the end of the fall semester and shall not hold a Greek letter office.

Parliamentarian

The duties of the Parliamentarian include:

1. He shall serve as the chairman of the Committee on the By-Laws.
2. He appoints members to the Committee on the By-Laws.
3. He is responsible for the appropriate changes to the By-Laws.
4. He serves on the Executive Judicial Committee, and shall be an alternate in voting matters especially in matters concerning the By-Laws.
5. He shall help the High Alpha maintain order in all chapter meetings.

The Parliamentarian shall be elected by the previous years By-Laws Committee at the end of the fall semester and serve a one-year term from the beginning of the spring to the end of the fall semester. He shall be elected before the two other Executive Judicial Committee members and serve as the 3rd non voting member of the Executive Judicial Committee.

Historian

The Chapter Historian shall have the responsibility of compiling a record of the chapter's activity for his appointed term. In addition, he shall assume the duties of the Cross and Crescent Correspondent, fulfilling applicable obligations thereof.

The Historian shall be appointed by the High Gamma and approved by the Executive Committee. He shall serve a term of one semester.

IFC Representatives

The IFC Representative shall:

1. Take notes of IFC meetings and report to the chapter and applicable officers.
2. Check the IFC mailbox in the IFC office once per week.
3. Express chapter concerns and opinions in the IFC framework.
4. Promote IFC sponsored activities.
5. Encourage application for the IFC committees.
6. Be responsible for all fines incurred for missing IFC meetings.

The High Alpha presides as the IFC Senior Representative and the IFC Junior Representative shall be appointed by the Executive Committee. Terms shall be one semester.

Section 5.4 Election Procedures

The election of High Zeta officers shall be held annually in the month of November. A majority is required to win elections. Nominations will be opened and closed in a timely manner in accordance with Code IV-9 of the Constitution and Statutory Code. The three candidates receiving the most votes in the

High Delta race shall be declared the winners. Balloting and elections procedures shall be held in accordance with Article IV of the Constitution and Statutory Code.

Section 5.5 Candidate Requirements

All Candidates for elected and appointed officers must:

1. Meet a minimum requirement of a 2.250 cumulative GPA.
2. Have a zero financial balance.
3. All executive candidates must talk to the High Pi before the election
4. High Alpha, Tau, Kappa, and Phi candidates must talk to House Corporation before the election as well.

Section 5.6 Term of Office

Terms for all Greek letter officers and Executive Board members shall be one calendar year. All other officers shall serve in accordance with the stipulations of these By-Laws.

Section 5.7 Unexpired Terms

Unexpired terms shall be filled as soon as possible following the creation of a vacancy in office. The person elected shall serve the remainder of the unexpired term.

Election is necessary for Greek Letter positions within the academic year and all other positions shall be appointed by High Zeta. During the non-academic year, election of Greek Letter positions will be carried out by the Executive Judicial Committee.

Section 5.8 Rank of Officers

Officers shall rank as provided for in Article IV of the Constitution and Statutory Code.

Section 5.9 Duties of Officers and Assistants

Officers shall have the following powers and duties:

1. Those prescribed by the Constitution and Statutory Code.
2. Those prescribed by the By-Laws and the Chapter.
3. Those powers and duties defined by the High Alpha.

Section 5.10 High Pi Qualifications and Appointment

The qualifications, appointment, and duties of the High Pi shall be in strict accordance with Article IV of the Constitution and Statutory Code. Recommendation to the National Fraternity for the position of the High Pi shall be upon nomination and vote of the chapter.

Section 5.11 Official Delegate

The official delegate(s) to the General Assembly, Leadership Seminar, and Regional Conference shall be elected by the chapter and shall have at least one (1) full academic year of college work remaining before graduation. One of the delegates, if there is more than one shall be the High Alpha. If there is only one delegate, it will automatically be the High Alpha. The delegates shall represent the chapter at the General Assembly, Leadership Seminar, or Regional Conference, attending all business meetings, voting for it on issues and performing to the best of his ability any special tasks assigned him as regards to such a gathering. He shall report fully on the General Assembly, Leadership Seminar, or Regional Conference upon his return to the chapter. Upon failure to represent the chapter in a good fashion or failure to attend any of the aforementioned seminars will result in the delegate being fine \$1,000 and the loss of office if the delegate possess one.

Section 5.12 Educational Advisor

The chapter will appoint and Educational Advisor from the full-time faculty or staff of the University of Alabama. When possible, the High Pi shall serve as the Educational Advisor

ARTICLE VI EXECUTIVE JUDICIAL COMMITTEE

Section 6.1 Composition

The Executive Judicial Committee shall consist of members as specified in the Constitution and Statutory Code.

Section 6.2 Powers and Duties

The Executive Judicial Committee shall have powers and duties as prescribed in the Constitution and Statutory Code and as prescribed by the chapter.

ARTICLE VII COMMITTEES

Section 7.1 High Zeta

The High Zeta shall consist of all Greek letter officers. It shall meet upon the call of the High Alpha weekly during the fall and spring semesters. Other officers are expected to attend unless otherwise requested by the High Alpha. Regular and dutiful attendance to weekly High Zeta meetings is mandatory upon threat of expulsion. It shall be the duties of all members of the High Zeta to enforce strict observance of the laws of the General Fraternity and the Alpha-Phi Zeta.

Section 7.2 Tri-Committee System

All willing and capable members of the chapter are invited to participate in the following committees:

1. The Management Committee oversees the day-to-day operations of the chapter, including financial management, risk management, chapter management, record keeping, General Fraternity relations, house management, and the overall goals and plans of the Fraternity. The High Tau is chairman of this committee.
2. The External Committee oversees the chapter's philanthropy, community service, and public relations. The High Theta is chairman of this committee and the High Rho is co-chairman of this committee.
3. The Fraternity Education Committee oversees the education of the chapter, including fraternity education and ritualism. The High Phi is chairman and the High Kappa is the co-chairman of this committee.
4. The Social Committee oversees all aspects of the chapter's social events. The High Epsilon is chairman of this committee.

The High Zeta reserves the right to add or remove any committees if deemed necessary.

Section 7.3 Committee on the By-Laws

This committee must consist of at least two representatives from each academic class that has active representation in the house. The Parliamentarian shall be the chairman of this committee. The High Gamma shall maintain a listing of all amendments to the By-Laws made since the last revision. The committee shall:

1. Draft such amendments to the By-Laws as may seem advisable.

2. Review the existing Bylaws at least once a year for the purpose of recommending the elimination of obsolete sections.

Section 7.4 Committee on Summer Operations

This committee shall consist of all members present during the summer months. This committee shall have the authority to make decisions for the chapter by a simple majority vote upon consultation of the Executive Judicial Committee. In addition, the High Alpha and High Tau have the authority to spend chapter funds at their discretion during the summer months, only on items that are associated with recruitment, being that other dues and bills have already been accounted for.

ARTICLE VIII MEMBERSHIP

Section 8.1 Membership Requirements for All Initiates

The General Fraternity shall remain the sole and final authority of the requests for membership in Lambda Chi Alpha. Only the following shall be eligible for membership in Lambda Chi Alpha: college men of good moral character whose ideals, characteristics, and attainments are such as will make them compatible, congenial, and worthy members of Fraternity, who comply with the laws of the Fraternity and are not members of any unit of any similar local general Fraternity (social), clubs or groups of like at the University of Alabama.

All active brothers are required to hold a cumulative GPA of 2.25. The first semester this GPA is not met they will be placed on Social Suspension and a study program decided upon by the High Sigma. If during the next semester the GPA is not met he will be placed on suspension. For each semester there will be appeals process in front of the Executive Judicial Committee.

Section 8.2 Voting on Candidates for Associate Membership

This Chapter shall require a minimum favorable vote of sixty seven (67) percent of those initiated members present and voting to associate a candidate prior to Formal Association. All matters concerning such a vote to associate a candidate shall be in accordance with Code VI-1 of the Constitution and Statutory Code and the By-Laws of the Alpha-Phi Zeta. Sixty seven (67) percent is formally defined as the fraction of favorable votes to total votes.

Section 8.3 Voting on Candidates for Initiation

Favorable percentage necessary for acceptance for in initiation shall be set at a minimum of eighty (80) percent of the initiated active members present and voting. All matters concerning such a vote shall be conducted in accordance with Code VI-11 of the Constitution and Statutory Code and these By-Laws.

Section 8.4 Termination of Associate Membership

Termination of Associate Membership shall be in strict accordance with Code VI-6 of the Constitution and Statutory Code and shall take effect if the favorable vote is not eighty (80) percent as defined in Section 8.2 of the By-Laws.

Section 8.5 Requirements for Initiation

1. A candidate for initiation must have achieved at the University of Alabama no less than a projected 2.250 cumulative or a 2.250 GPA for the semester preceding initiation in order to be eligible for initiation.
2. To be eligible for initiation the candidate must be enrolled and receive Grades for at least full time enrollment as defined by The University of Alabama. If no credit is received in a course, then no credit will be averaged into the candidate's GPA as an "F."
3. A candidate for initiation must have a current financial balance.
4. If an Associate Member has been initiated and at the end of his first semester he has below a 2.25 GPA, he will be placed on Social Suspension.

ARTICLE IX INITIATION

Section 9.1 Time

The time of initiation shall be by a vote of the chapter upon recommendation of the High Pi.

Section 9.2 Manner of Initiation

Initiation and education of Associate Members shall be only in strict accordance with the laws of the Fraternity.

Section 9.3 Initiation Fees

Initiation fees, both local and general, must be paid in full and authorization in writing must be received from the Office of Administration prior to initiation of any candidate. This is in accordance of Article VI-Section III of the Constitution and Statutory Code.

ARTICLE X **REMOVAL OF OFFICERS**

Section 10.1 Voting and Notification

The chapter may cause the replacement of any officer by a minimum vote of 50% plus one of the full chapter. A vote must be tabled for one week, and only active brothers may vote to remove or reinstate any officer. The officer in question has the right to defend himself before the chapter, along with one other brother. The allegations must be of such a severe nature that the officer is incapable of fulfilling his duties as described by the Constitution and Statutory Code.

Section 10.2 Limit on Terms

While an active brother may only hold one office per year, there shall be no limit on the number of offices a member may hold during his stay as an active brother, Even after his resignation from office he shall become eligible to hold office immediately.

Section 10.3 Replacement of Vacated Officers

If an officer should be voted out of office or resign, the Executive Judicial Committee will nominate a replacement to be approved by a vote of the chapter, the Executive Judicial Committee will be called to an emergency session to replace the officer. If the active chapter votes against the Executive Judicial nomination for the position by a vote of 50% plus one of the chapter in attendance, then the floor will become open for all nominations. A new officer should be in office no longer than 72 hours after the position is vacated.

ARTICLE XI **CHAPTER HOUSE OCCUPANCY**

Section 11.1 Priority in Room Selection

The following members are required to live in the house during their term of office:

1. High Alpha
2. High Tau
3. House Manager
4. High Kappa (If not already in house, must contract for the next academic year)

The priority for room selection shall be as follows:

1. High Alpha
2. High Tau
3. High Kappa
4. Member(s) already residing in house not changing rooms
5. Officers by Zeta number
6. House Manager
7. Members residing in the house for the longest total number of semesters
8. Order of Initiation
9. Order of Association

Section 11.2 Required Residency

The house has to mandatorily be filled by Reverse Order of Initiation. If by some extreme circumstances a room is open in the house, active brothers will be required to pay equal shares totaling for the sum of the rent.

ARTICLE XII FINANCES

Section 12.1 Financial Obligations

Members shall pay promptly all legally assessed dues, board charges, room charges, assessments, and fines or suffer automatic suspension.

Section 12.2 Budget

The handling of income, expenses, and the accumulation of assets shall be in accordance with the duly authorized budget prepared by the chapter's accountants and approved by the chapter as a whole on recommendation of the High Tau. Upon request from the chapter, a hard copy of the budget will be released in plain view to the chapter.

Section 12.3 Financial Status Inspection

The High Tau shall have prepared a change in status statement for inspection by the Executive Judicial Committee at least once a month during the academic year.

Section 12.4 Motions Concerning Expenditure of Funds

Legislation requiring any expenditure of chapter funds, regardless of amount, must be submitted to the High Tau in writing, and then presented to the Executive Judicial Committee for approval. Upon approval the legislation will be brought before the chapter. If the chapter votes 50% plus one in favor of the legislation it shall pass or it shall be discarded.

Section 12.5 Fees

1. Associate Member Fee shall be \$85.00, all of which shall be sent to the General Fraternity.
2. Initiation Fee shall be set at \$300.00, of which \$190.00 shall be sent to the General Fraternity.
3. Other Fees: Room rent, meal charges, parlor fee, membership dues, and house and building fund dues shall be recommended by the Executive Judicial Committee for approval by the Chapter and the House Corporation.
4. Summer Dues: Dues, fees, room rent, and other charges during the summer months shall be recommended by the Executive Judicial Committee for approval by the chapter.
5. Special Assessments: From time to time, additional assessments may be set upon approval of the majority of the chapter present and voting.

Section 12.6 Financial Delinquency

The High Tau shall at each regularly scheduled Executive Judicial Committee meeting during the academic year, review all outstanding accounts for attention by that body.

Section 12.7 Financial Hardship

A member who finds themselves in a financial hardship for one semester may petition the Grand High Pi for hardship status. Once a member is granted financial hardship they cannot come to the house for any reason other than for chapter meetings. This status is only allowed for one semester every two years. The Grand High Pi is the sole decision maker for financial hardship appeals.

Section 12.8 Fines

Fines shall be assessed in the following manner:

1. House Damage Fines
 - a. Class 1A: A \$25 fine plus the cost incurred of any broken item under \$50.
 - b. Class 1B: A \$50 fine plus the cost incurred of any broken item over \$50.
 - c. Class 2: A \$75 fine plus the cost incurred of any broken item for the second offense.
 - d. Class 3: A \$100 fine plus the cost incurred of any broken item for the third offense.
2. Misconduct Fines
 - a. Second offense of Breaking Chapter Order: \$10
 - b. Breaking Bottles: \$25
3. Truancy
 - a. Missing Chapter: \$15
 - b. Missing a Meeting with the Executive Judicial Committee: \$15
 - c. Missing a Chapter Event: \$30
 - d. Missing Ritual: Will be announced in active chapter at the start of each semester and the week prior to the Ritual.

Notification will be received for incurring the fine. All fines shall be assessed via GRS.

ARTICLE XIII ACADEMIC REQUIREMENTS OF MEMBERS

Section 13.1 General Chapter Requirements

1. Every member is required to unconditionally authorize the University of Alabama to release his entire undergraduate grade report to the High Sigma. Each member consequently gives consent to the High Sigma to share in part or in whole such information with any other officers or members which he deems salutary to the Fraternity.
2. Every member shall actively and willingly participate in any academic program deemed by the High Sigma to be necessary to that member. The Executive Judicial Committee may grant waivers as deemed merited.

Section 13.2 Scholastic Programming

Whereas the Alpha-Phi Zeta of Lambda Chi Alpha Fraternity is committed to the growth and development of all members as students, and whereas a development of excellence necessarily entails academic achievement, the undergraduate Zeta is dedicated to go above and beyond conventional efforts to aid the academic progress of each member consistent with his abilities.

In the true spirit of brotherhood, all active brothers are required to hold a cumulative GPA of 2.25. The first semester this GPA is not met they will be placed on Social Suspension and a study program decided upon by the High Sigma. If during the next semester the GPA is not met he will be placed on suspension. For each semester there will be appeals process in front of the Executive Judicial Committee.

ARTICLE XIV PENAL ACTION

Section 14.1 In accordance with the Constitution and Statutory Code

All penal action this Zeta shall be in strict accordance with the Fraternity laws.

Section 14.2 Jurisdiction

Any member, initiated or an associate, shall have the power and right to cause action against another member.

Section 14.3 Appeal


Any member may appeal decisions to the Executive Judicial Committee. All actions and decisions of the Executive Judicial Committee may be reviewed by the chapter and are subject to the will of the chapter.

Section 14.4 Records

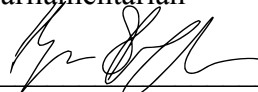
It shall be the responsibility of the High Gamma to keep a copy of penal actions.

ARTICLE XV AMENDMENTS

Approved 4/8/2018



Ubaldo Portante
Parliamentarian



Ryan Siegfried
High Alpha

ROYT GREGG

Roy Gregg
High Pi