

Alpha-Tau Chapter

Chi Phi Fraternity

Bylaws

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ARTICLE I – Duties of Membership

Section 1 Eligibility

One shall only be eligible for membership if they (1) are male, (2) are at least sixteen years of age, (3) are a bona fide student in full college standing in attendance at the University of Michigan, (4) have accepted their bid for membership into the Chi Phi Fraternity.

Section 2 Hash

The vote required for election to Membership, shall be an affirmative, favorable vote by the Chapter, called Hash, later described in these bylaws as a 75% majority of all present voting Members.

Section 3 Membership

All men initiated into the Alpha-Tau Chapter of Chi Phi Fraternity shall, until their death, be a Member of the Alpha-Tau Chapter of Chi Phi Fraternity unless as otherwise described in these bylaws.

Section 4 Status of Membership

All men initiated into the Alpha-Tau Chapter of Chi Phi Fraternity shall, be considered equal in standing and shall enjoy entirely the same rights, privileges, and responsibilities of Membership.

Section 5 Resignation of Membership

A man may resign his Membership in the Alpha-Tau Chapter and the Chi Phi Fraternity at any time he sees fit. That Member must still incur all financial responsibilities left by himself during Membership within the Alpha Tau Chapter. In order to be released from incurring any further financial obligations, that member is solely responsible for receipt his resignation by the Chapter Delta prior to the assessment of any fees or charges assessed on his behalf to the Chapter.

Section 6 Rolling the Ball Process

The Membership of a Member may only be revoked through a formal process entitled “Rolling the Ball.” The balling of a member can only be carried out with a majority vote of at least $\frac{3}{4}$ of the active Chapter. The proceedings of the ball process shall be carried out in this fashion:

1. In the voting room, in the presence of at least $\frac{3}{4}$ of the chapter’s active roll, the ball trial shall be held. Once inside, no member shall leave the room unless excused by the Executive Council.
2. The trial shall be held in the manner of a judicial process with the Member in question, and his Chi Phi Member counsel, representing the defendant, and a Chi Phi Member, with counsel, from the group accusing incompetence in the role of plaintiff.
3. The Executive Council will serve as judge and mediator for the process.

4. The plaintiff will first give an opening statement in the presence of the Executive Council and the Chapter body. The defendant will reply with his opening statement.
5. After the conclusion of opening statements, the plaintiff will then call witnesses, and will present his case for the ball trial. All the witnesses will be sworn in by the Executive Council in a manner consistent with the Chi Phi Creed and an agreement on honesty.
6. In the same manner as the plaintiff, the defendant will call witnesses and present his case. This concludes the arguments.
7. After hearing arguments, the Executive Council will adjourn to chambers, and decide on a recommendation for the outcome of the ball trial.
8. The Epsilon would then remove the Members in question from the room and a discussion led by a Senior Member, appointed by the Alpha, with the present Brothers will take place.
9. The Executive Council will give an overview of the proceedings to the chapter body, and then call a vote on the ball decision in question. The chapter, which consists of all active members in the room, will now vote.
10. Ball Ruling: In the ball process, one member of the chapter must be excused (either the plaintiff or the defendant). The member of the chapter receiving the majority of the ball votes shall be excused from the chapter. This member shall be deemed inactive and will not be allowed to participate in any events associated with the Alpha-Tau Chapter of the Chi Phi Fraternity.

ARTICLE II - Officers

Section 1 Elected Officers

The elected officers of the Alpha-Tau Chapter of Chi Phi Fraternity shall be the Alpha (President), Beta (Vice-President), Gamma (Secretary), Delta (Treasurer), Epsilon (Ritual Chair), Zeta (Brotherhood Chair), Eta (Risk Manager), Pro Consul (Judicial Chair), Judicial Board Members, Recruitment Chair(s), Social Chair(s), Social Financial, Pledge Trainer, and all Event Chairmen.

Section 2 Terms of Office

The term of office for the elected officers is for an academic semester, except for the Alpha and Pro Consul, who hold their positions for the calendar year and the Delta for the academic year.

Section 3 Executive Council

The Executive Council of the Alpha-Tau Chapter consists of seven, equal-voting Members: Alpha, Beta, Gamma, Delta, Epsilon, Zeta, and Eta. The

House Manager, Pro Consul, Pledge Trainer, and Social Financial are non-voting members of the Executive Council and may attend any Executive Council Meeting. A majority of four votes is required to pass a vote through an Executive Council Meeting. The Executive Council retains any powers specifically enumerated in this document. In the event that a majority of the Executive Council feels that in an unusual situation a certain action is warranted, they have authority to act as they see fit until an affirmative vote can be taken by the house.

Section 4 Election Process

The positions of Alpha, Beta, Gamma, Delta, Epsilon, Zeta, Eta, Pro Consul, Judicial Board Members, Rush Chair(s), Social Chair(s), Social Financial, Pledge Trainer, Scholar Chair, Philanthropy Chair, and MuNu are voted on each semester with exception to the Alpha and Delta. The Alpha is voted on at the end of the Fall semester and the Delta is voted on at the end of the Winter semester. Event Chairmen are elected when necessary, as determined by the Executive Council. Officers will take office immediately following the election and shall hold their office until their successors have been appointed.

The previous Beta will run the election process until a conflict arises, at which point the Alpha will temporarily run the election process. The following guidelines are set in place during each election process:

1. Positions will be elected in the following order: Alpha (if necessary), Beta, Gamma, Delta (if necessary), Epsilon, Zeta, Eta, Pro Consul (if necessary), Judicial Board Members, Social Chairmen, Social Financial Officer, Rush Chairmen, Pledge Trainer, Scholar Chair, and Philanthropy Chair.
2. The Beta calls for nominations for the position in question. Any active member may nominate another active member for the aforementioned Chapter office. The nominated active must receive a second and third nomination from different active members in order to be considered for election. The nominee then has the option to accept or respectfully decline the nomination. This will continue until all nominations have been addressed.
3. Each nominee will then stand before the Chapter and speak on their behalf.
4. Following the speeches from the nominees, all attending active Members will have the opportunity to ask questions to the nominees. All nominees have the right to answer any question asked.
5. After questioning, a Motion to Discuss followed by a 2/3 (67%) majority will cause the actives to be dismissed from the room

and the remaining active members shall express their opinions regarding the nominated candidates. If no two-thirds majority is received, questioning will continue to take place.

6. Discussion regarding the candidates will end with a Motion to Vote followed by a two-thirds (67%) majority. If no two-thirds majority is reached, discussion will continue.
7. The Beta will then tally the votes for each candidate. A candidate must receive fifty percent of the votes cast to be elected.
8. In the event that none of the candidates receive the necessary fifty-percent majority, a run-off election will be held. The Beta will call in all but the number of positions needed to be filled plus one, and a revote will immediately be called for, with only the top vote-getters being left eligible for election.
9. Once the candidate(s) receive the necessary vote, the Beta will call all nominees in and announce the result of the vote to the Chapter. The previous holder(s) of the position will then proceed to tackle the newly appointed Officer(s).
10. This process shall be repeated until all elected offices have been filled.

Section 5 Appointed Positions

The positions of House Manager, House Steward, and all Assistant Positions shall be appointed and serve their positions for the same term as their appointer. The Alpha shall appoint the House Manager and House Steward with the consent of the Executive Council. The following officers may appoint assistants: Beta, Gamma, Delta, Epsilon, Zeta, Eta, Pledge Trainer, Social Chair, Rush Chair, Social Financial Officer, Spring Thaw Chair, and House Manager

Section 6 Resignation

Officers may only resign with the approval of a simple majority vote of the Chapter. Any vacancy occurring during the year shall be filled by a majority vote at the next official meeting of the Chapter. All duties and responsibilities of any resigning officer shall be the responsibility of the Alpha until that position is duly filled.

Section 7 Impeachment from Office

The Chapter may remove a member from office through a seventy-five percent (75%) vote. Such removal will take place immediately.

ARTICLE III – Duties of Officers

The duties of the elected officers shall include but are not limited to the following:

- A. The **ALPHA** shall be the official head of the Chapter and shall have the following duties:
1. Preside at all meetings, preserving respect, order, and decorum;
 2. Perform ritual as prescribed by the constitution and usages of the fraternity;
 3. Acquaint himself thoroughly with the Bylaws of the Chapter and the Constitution and Laws of the Fraternity, enforcing such rules rigidly;
 4. Keep a strict oversight over the affairs of the Chapter and warn and advise the Chapter of any concerns or problems that exist or may exist;
 5. Promote positive communication with the general Fraternity and the National Office;
 6. Promote positive communication with the university, college, or institution's Greek Affairs Director, Dean, or other such administrator(s);
 7. Oversee the productivity, responsibility, and accountability of all Chapter officers (i.e. success of committees through the Beta, accurate and timely reporting of the Gamma, positive fiscal status of the Chapter through the Delta);
 8. Lead the membership through a comprehensive evaluation of the Chapter at the beginning of each academic term;
 9. Lead the membership through a continuous goal development and tracking process;
 10. Attend all National Fraternity gatherings (Congress, COE, Leadership Alliances) unless severely detained, in which case he must find a suitable replacement;
 11. Attend all Interfraternity Council Meetings and to then disseminate all information received at the meetings to the Members of the Chapter, unless severely detained, in which case he must find a capable replacement;
 12. Appoint qualified and active Members of the Chapter for all non-elected and non-assistant positions, with the approval of the Executive Council and Members of the Chapter;
 13. To call special meetings of the Chapter or Executive Council whenever he deems it advisable;
- B. The **BETA** shall be the chaplain of the Chapter and the second officer thereof in rank, and should oversee all committees.
1. Preside over and be the vocal leader at all meetings of the Chapter;
 2. Oversee all internal aspects of Chapter operations;

3. Review the Chapter's compliance with Chi Phi Fraternity's Basic Chapter Expectations;
 4. Provide oversight on the implementation of a house Meal Plan through a local vendor or cook. Provide details to Members of the Plan and enact it throughout the semester;
 5. Ensure productivity and accountability of Membership;
 6. Appoint and oversee committees and chairmen;
 7. Ensure that committee systems function and that actual committees operate smoothly;
 8. Ensure participation and attendance at Chapter events;
 9. Ensure that the membership is content with Chapter operations;
 10. Ensure that the Chapter has (at the very minimum) the following actual committees: social committee, ritual committee, recruitment committee, and philanthropy committee;
 11. Delegate duties to committee chairmen and primary Members.
 12. Perform the duties of the Alpha in the absence or inability of that officer.
 13. Serve as a peer mediator for all disputes between brothers within the Alpha-Tau Chapter.
- C. The **GAMMA** shall be the secretary of the Chapter. It is his duty to make official reports, take the minutes at Chapter meetings, ensure successful Chapter communication, and keep and preserve all records.
1. Complete all Chapter paperwork;
 2. Record minutes from weekly Chapter meetings and distribute such minutes within 24 hours;
 3. Create and distribute a Chapter phone, address, and email list within the first week of the academic term;
 4. Collect and distribute mail to the entire Chapter house daily.
 5. Complete and mail the following reports:
 - i. Pledging Report for each man within 5 days of the Pledging Ceremony;
 - ii. A Permission to Initiate Report two weeks prior to the scheduled initiation;
 - iii. A Mid-Year Report by December 1st;
 - iv. An End-of-Year Report by May 1st;
 - v. A Change of Officer Report immediately upon the election of any new officers;

vi. An Election of Congressional Delegates Report by such date as is determined each spring.

D. The **DELTA** shall be the treasurer of the Chapter. He is responsible for the collection of all monies due to the Chapter, and the payment of all bills incurred by the Chapter.

1. Oversee all areas of Chapter finances and ensure the long-term fiscal health of the Chapter;
2. Oversee the creation of a Chapter budget for each academic term;
3. Ensure the tracking and timely collection of all accounts receivable, such as alumni contributions, fundraising checks, Chapter dues, member fees and assessments, and fines;
4. Ensure the tracking and timely payment of all accounts payable, such as electric, water, gas, cable, internet, trash, and other bills, IFC dues, insurance assessments, dues to the general Fraternity, pledge and initiation fees, and expenses associated with committee budgets;
5. Balance Chapter checkbooks and accounts each week;
6. Submit weekly budget-to-actual statements and balance sheets at every weekly Chapter meeting;
7. Manage and provide for all Members, Payment Plans for Chapter Dues;
8. Coordinate all other payments and monetary collections with Alpha Management Group or currently operating management group;
9. To keep in contact with the treasurer of the Alpha-Tau Chapter Housing Association (ATCHA), providing him information regarding the financial status of the Chapter;

E. The **EPSILON** shall be the custodian of the lodge room and of the personal property of the Chapter. He is the sergeant at arms of the Chapter.

1. Assist the Alpha in maintaining order and preserving decorum for Chapter meetings;
2. Admit only qualified individuals into the lodge;
3. Organize a Ritual Committee that is composed of all assistant Pledge Trainers, Assistant Epsilons, and other necessary Officers;
4. Conduct the rituals of the Chapter and to make sure that all the rituals prescribed by the Chapter and the National Office are performed;

5. Manage all ritual materials, making sure that all objects, including the Three Star Book, are properly stored and kept in good condition;
 6. Manage the entire initiation process;
 7. Present to all brothers, two weeks prior to initiation, a detailed schedule of initiation events and to explain to all the brothers how to conduct the rituals and the purpose of each particular ritual;
- F. The **ZETA** shall be the brotherhood chairman of the Chapter and shall see that the Chapter competes in Intramurals and in brotherhood events.
1. Ensure that each of the Fraternity's rituals and customs is practiced and performed no less than once per term by the group;
 2. Plan at least three brotherhood events per semester;
 3. Plan and organize all Chapter Intramural sporting events and receive proper funding from the Chapter Delta;
 4. Update the Lineage Book and the Book of Three Declarations when needed;
- G. The **ETA** shall be the Risk Manager of the Chapter and shall be responsible for all programs, education, and inspections concerning risk management.
1. Ensure that all Chapter events and social activities occur within the guidelines of the Chi Phi Personal Safety Policy;
 2. Ensure that all members of the Chapter review (once per academic term) the Chi Phi Personal Safety Policy;
 3. Work with the House Manager to ensure regular safety and fire inspections at the Chapter House;
 4. Test all fire alarms and exit lights;
 5. Ensure that general health standards are maintained;
 6. Prevent safety hazards from accumulating and clear all items which may obstruct emergency exits or pose a threat to individuals;
 7. Work with other officers of the Executive Council to ensure that hazards to the overall health of the membership are avoided (i.e. alcohol and substance abuse, impaired driving).
 8. Provide any and all improvements that will benefit the Risk Management of the Chapter for the future.
- H. The **PRO CONSUL** shall be the official head of the Judicial Board and shall have the following duties:
1. Preside at all trials and mediations;

2. Call special meetings of the judicial board whenever he deems it advisable;
 3. Must have knowledge of all aspects of the Judicial Board processes;
 4. Reflect thoroughly on each case in order to come to a decision in the best interest of the chapter;
 5. Will act and vote based on facts without any bias;
 6. Record the results of each accusation in an Excel file to be passed on to the next Pro Consul;
 7. Act as the official spokesperson for the Judicial Board
- I. The **RECRUITMENT CHAIRMEN** shall be the chief organizers of Chapter recruitment events and shall be responsible for the coordination of all recruitment efforts.
1. Lead the Chapter through a comprehensive, lengthy (multi-month) recruitment program;
 2. Organize and plan the entire rush period and inform Chapter members of the schedule at least two weeks prior to Formal Rush;
 3. Organize rush events in accordance with Interfraternity Council rules and the Bylaws of the National Fraternity;
 4. Oversee the Hash and bidding process;
 5. Ensure that all individuals voted on during Hash are people who would be beneficial members to the Chapter, and possess the qualities and values deemed necessary;
 6. Work with the general Membership to identify quantifiable standards for potential Members that can be identified over time;
 7. Act as the primary source of information and communication for Members of the Chapter with regards to overall recruitment strategies, progress, and other relevant information;
 8. Work with other Chapter Officers to lead the Chapter through a substantive recruitment retreat that analyzes the key characteristics of potential Members;
 9. Work with other Chapter Officers to lead the Chapter through the development and tracking of recruitment goals and objectives;
 10. Organize and track information about potential members and ensure that the Membership of the Chapter is taking action to actively “recruit” such individuals;
 11. Utilize the Chapter’s social, brotherhood, alumni relations, scholastic, and philanthropic/service efforts and events as key recruitment events;

12. Encourage a constant focus on the calculated growth of the Chapter;
 13. Set a Recruitment goal each semester for the number of recruits needed;
- J. The **PLEDGE TRAINER** shall be responsible for all New Member programs and for the adequate expression of all expectations of Membership to all New Members of the Chapter.
1. Complete the traditional Pledge Term, ensuring that all official and unofficial traditions and customs of the house are maintained;
 2. Provide the Chapter with a calendar of Pledge Term, planned and coordinated with the Epsilon, at the first house meeting following Bid Day;
 3. Attend and organize all pledge meetings, which should be held each Sunday throughout Pledge Term;
 4. Provide and assist the pledge class in learning the National and local information;
 5. Communicate upcoming events and obligations to the pledge class;
 6. Communicate all upcoming events at weekly Chapter meetings;
 7. Ensure the pledge class understands the requirements of becoming members of the Alpha-Tau Chapter of the Chi Phi Fraternity;
 8. Build a friendly rapport with all members of the pledge class and serve as the liaison between the pledges and brothers of the Chapter;
 9. Ensure that all New Members meet all requirements for initiation;
- K. The **SOCIAL CHAIRMEN** shall be responsible for planning and coordinating all social events of the chapter
1. Schedule all social events with a variety of Greek organizations;
 2. Ensure compliance with IFC Restricted Event rules when planning;
 3. Use social budget money rationally, in collaboration with the Social Financial Officer;
 4. Make reports at each weekly chapter meeting, regarding the details of any upcoming or potential social event;
 5. Schedule at least one date party each semester and inform brothers at least 3 weeks in advance of event;

6. Try to maintain a positive reputation of the Chapter amongst other Greek organizations;
- L. The **HOUSE MANAGER** shall be responsible for maintaining the Chapter house and property
1. Ensure basic upkeep and cleanliness of the house;
 2. Properly budget and maintain cleaning supplies for the house;
 3. Act as the “general handyman” in the house, fixing all minor problems and referring serious ones to Alpha Management;
 4. Meet with a representative from Alpha Management at least twice a month to ensure the quality of the Chapter house;
 5. Serve as a liaison between the live-in members of the Chapter and its representative with Alpha Management;
 6. Keep all house property functional;
 7. Manage Move-In and Move-Out procedures with Alpha Management and Chapter Alpha to ensure cleanliness of house upon arrival and departure;
- M. The **SOCIAL FINANCIAL OFFICER** shall be responsible for maintaining, overseeing, and distributing the Social budget of the Chapter
1. Collect all social dues from Chapter members;
 2. Ensure that all Chapter members have either paid or set-up a written Payment Plan before the third Sunday of the term;
 3. Inform the Executive Council of the members that are delinquent on Social dues or Payment Plans;
 4. Present an updated social budget to the Executive Council at the first meeting of every month containing: account balance, current expenses, future budget items;
 5. Maintain the house Social account, including its Debit Card and account access;
 6. Be available to the house for last minute social purchases;
- N. The **JUDICIAL BOARD MEMBERS** shall have the following duties:
1. Attend all judicial board meetings;
 2. Attend all trials and mediations;
 3. Record trial and mediation sessions as they progress. Only one member is required to do this;
 4. Reflect thoroughly on each case in order to come to a decision in the best interest of the chapter;
 5. Will act and vote based on facts without any bias;
- O. The **HOUSE STEWARD** shall be responsible for the maintenance and cleanliness of the Chapter dining equipment and dining inventory

1. Properly order, store, and maintain all dining necessities, including, but not limited to, cups, utensils, drink mix, house necessities, toilet paper, cleaning supplies, and paper towels;
 2. Clean the dining area following each meal;
 3. Ensure parking spaces are being properly utilized;
 4. Ensure there are beverages (drank) for all Members during each meal;
 5. Ensure that the trash is taken out by 6:00 pm on Tuesday and Thursday nights. The steward will not be responsible for social trash or trash from brotherhood events. Furthermore, live-ins are expected to take out the trash in their assigned cleaning areas;
- P. The **EVENT CHAIRMEN** of the Chapter shall be responsible for their specific event(s). The chairmen are responsible to the Beta and their positions include:
1. **CRUSH CHAIRMEN** are responsible for planning, organizing, and overseeing the Winter Formal of the Chapter. They will collect all dues for Winter Formal and manage the money and budget, coordinate the invitations of all dates, and plan every aspect of the event;
 2. **SPRING THAW CHAIRMAN** is responsible for planning, organizing, and overseeing the Spring Thaw event of the Chapter. He will plan and set up the basketball tournament, organize the pig roast, and coordinate the Spring Thaw party;
 3. **GREEK WEEK REPRESENTATIVES** are responsible for acting as coordinators of the Chapter for Greek Week. They will be liaisons between the Chapter and the Greek Week Steering Committee, as well as between the Chapter and its Greek Week partners. They will strive to achieve maximum participation of the house;
 4. **PHILANTHROPY CHAIRMEN** are responsible for planning and coordinating specific Philanthropy event. A Philanthropy Chair must obtain permission from the Executive Council before planning such an event;

ARTICLE IV - Meetings

Section 1 Time

The Chapter shall meet no less than once per week during the academic term, except when a university holiday falls upon the day of the week in which the Chapter regularly meets.

Section 2 Attendance

All Members of the Chapter are expected to attend each house meeting. If a Member is unable to attend a meeting, he is expected to review the Meeting Minutes approved by the Gamma each week. The Gamma will also take attendance at all Chapter Meetings.

Section 3 Location

All Chapter Meetings shall take place within the confines of the Chapter house or at a previously disclosed location of choice by the Chapter Alpha and Beta. Members must be given notice of a Chapter Meeting that will not take place at the Chapter house at least a week in advance.

Section 4 Executive Council Meetings

Members of the Executive Council are expected to meet at least once per week prior to the Chapter house Meeting in order to clarify the agenda and discuss important upcoming events and details. Decisions made by the Executive Council must be met with a majority of voting EC members. The Executive Council must also meet whenever deemed appropriate by the Chapter Alpha.

Section 5 Judicial Board Meetings

Members of the Judicial Board are expected to meet at least once per week prior to the Chapter House Meeting in order to discuss important events and details. Decisions made by the Judicial Board must be met with a majority of voting Judicial Board members. The Judicial Board must also meet whenever deemed appropriate by the Chapter Pro Consul.

Section 6 Agenda

All meetings of the Chapter shall adhere to an agenda customized by the Chapter Alpha and Beta during the Executive Council Meetings prior to each Chapter Meeting.

Section 7 Voting Rights

Only undergraduate Members in good financial (either current or current to a Payment Plan) standing and active within the Chapter may be eligible to vote at a Chapter Meeting.

Section 8 Voting Process and Conclusions

All conclusions of the Chapter Meeting shall be put up for a vote, for final approval. During the vote only the Members with an active status will have the right to vote. The approval rate will depend on the subject voted. A Motion to End Discussion must first be made, seconded, and thirded followed by a 2/3 (67%) majority. For any general conclusions, the vote will be 50% for approval. For any amendments to the bylaws, the required vote for approval is 75% of the entire Chapter's active roll.

ARTICLE V – Recruitment Process

Section 1 Recruitment Philosophy

Recruitment is the lifeblood of a fraternity. Through and only through new members can Chi Phi remain the best fraternity on the University of Michigan campus. Recruitment is not a two-week process. In order to have a successful rush period, chapter members must recruit throughout the entire year.

Section 2 Recruitment Goal

It should be a duty of the Recruitment Chairmen to set a recruitment goal for each semester's recruitment period.

Section 3 Attendance

Attendance at all recruitment events is necessary for all Members. All Live-In members are expected to attend all Formal Rush events, unless a previous commitment conflicts. All out of house Sophomores and Juniors on Participation Agreements discussed later in these bylaws will be subject to the attendance requirements in their agreements.

Section 4 Hash

The process by which a candidate for membership may be extended a bid to join the Alpha-Tau Chapter is called Hash. Through Hash, the active

Brothers may debate and discuss the quality and characters of candidates met throughout the Recruitment period, and award bids to those receiving the assent of seventy-five percent of the attending brothers. Hash follows the following procedures:

1. The Rush Chairs shall call for a Hash, and must notify the Chapter twenty-four hours in advance of such a meeting;
2. Only rushees that have attended two rush events are eligible to be discussed. This requirement can be waived under two circumstances: a Rush Chair feels it necessary to discuss a rushee, or an attending Brother calls for discussion of any rushee;
3. The Rush Chair(s) will be the presiding officers of the Hash meeting. The presiding Rush Chair(s) will introduce a candidate and offer comments. All other Rush Chair(s) will then have the opportunity to do the same.
4. Following the introduction by the Rush Chair(s), the attending Brothers will have the opportunity to debate and discuss the rushee.
5. Debate ends when there is a Motion to End Debate that is properly seconded and thirded. A Vote to End Debate will then be taken and a 2/3 (67%) majority is needed to successfully end debate. Two successive votes will then take place.
6. The first vote to be taken will be a vote in favor of the extension of a bid for Membership. If the necessary seventy-five percent majority is achieved, the rushee will be extended a bid and the next rushee will be discussed.
7. In the event that the necessary three-fourths majority is not achieved, a second vote for Tabling the rushee will be taken. This

vote requires a simple majority. In the event that the fifty-percent majority requirement is met, the rushee will be tabled till the next Hash and the next candidate will be discussed.

8. In the event that the tabling vote is unsuccessful, the rushee shall be disqualified from Hash and will not receive a bid.
9. A rushee that has been disqualified from Hash may not be discussed or voted on again, unless a revote is approved by the Executive Council.

Section 5 Extension of a Bid

Every rushee that has attained the necessary seventy-five percent vote must be extended a bid. The Rush Chair(s) shall make every effort to ensure a bid is given out as soon as possible after a successful vote, unless specified otherwise during the Hash discussion. The method of extending a bid is as follows: two brothers dressed in full dress suit with their Badges of Membership must go to the residence of a rushee and verbally extend to him a bid by saying “We are here to extend to you a bid to join Chi Phi Fraternity. This is a long-standing tradition in our house, and although it is not yet formal through the university, it is formal to us. At this time, you can either accept, decline, or defer your bid. What would you like to do?”

Section 6 Blackball Votes

A blackball vote is a most serious vote during a Hash process that automatically denies a rushee a bid. Three blackball votes from three different active members are required in order to eliminate a rushee from being voted on. A blackball vote is of the utmost seriousness, and should only be offered when a member feels that it would be detrimental to the Chapter for the rushee to be extended a bid

ARTICLE VI – Budget and Finances

Section 1 Approval of Budget

The Chapter shall operate within a structured budget prepared by the Delta and approved by the Executive Council no less than 3 weeks after to the commencement of the budget’s term.

Section 2 Committee and Officer Budgets

Individual committees and officers may petition for the approval of a sub-budget through a specific, itemized request submitted three (3) days prior to the budget’s scheduled proposal to the Chapter. Individual budget requests shall in all cases automatically become an addendum to the proposed budget and need not be approved separately.

Section 3 Dues and Fees

All Members must pay dues to the National Office as set by the Office:

1. Pledging Due: \$90.00 (one time)

2. Initiation Due: \$240.00 (one time)
3. Annual National Due: \$55.00 (per semester)
4. National Insurance Fee (\$120 per year)

All members shall be required to pay local dues in the individual dues amounts and fees required by an approved budget for the term of that budget as determined by the Chapter Delta. All dues set by the National Office are subject to change.

All out of house member shall also be required to pay a yearly Fall Security Deposit in the amount of \$100 to cover house damages that occur during events that involve the entire chapter. This includes all ritual, brotherhood, and registered social events, and unregistered social events for which brothers have been given at least 48 hours prior notice. Charges will distributed to the brothers within one week of receiving a work order from Alpha. At the end of the year, Graduating members will be reimbursed any Security Deposit money that has not been used. All unused money from non-graduating members will roll over to the next school year.

Section 4 Method of Expenditure

Chapter funds may be spent only by check and only when signed by at least two (2) officers authorized to expend Chapter funds. Budget surpluses are carried over into the budget of the next term.

Section 5 Approval of Expenditures

Only the members of the Executive Council are authorized to spend Chapter funds, with two exceptions. The Recruitment Chairmen may spend funds during a rush period after receiving their budgeted allotment from the Delta. The House Manager may spend funds budgeted to him for house upkeep and cleaning through either the Delta or Alpha Management. Any other member must petition the Delta for expenditure.

Section 6 Reimbursement

All members seeking to be reimbursed for expenses must provide a printed receipt to the Delta with his request for reimbursement.

Section 7 House Rent

All brothers living in the Chapter house are obliged to follow the terms and rent payment schedule set by ATCHA and enforced by Alpha Management. Complete delinquency on rent payments can result in eviction from the house and then an account turnover to creditors.

Section 8 Interfraternity Council Dues

It is mandatory for this Chapter and any member therein to comply with the rules set forth by the IFC and to keep in good standing with the body. IFC dues shall be paid from the Chapter budget set by the Delta.

Section 9 Social Dues

Each member of the Chapter that wishes to remain in active status is required to pay their social dues to the Social Financial Officer in the following amounts:

- Sophomores, and in-house Juniors - \$400 per semester
- Freshmen and Out-of-house Juniors- \$275 per semester
- Seniors: \$200 for the fall semester only.

Social dues will be due one week after the official beginning of the fall and two weeks after winter semesters. The Social Financial Officer is to begin alerting brothers to the fall dues deadline a month prior to the beginning of Welcome Week. If a Brother is unable to pay the full winter social amount, he has the option to set up a written Payment Plan with the Social Financial Officer of the Chapter. However, a payment plan can only be created during the winter term unless a circumstance is presented to and approved by the Executive Council in the fall. The Payment Plan can and will only keep a member off inactive status if the Executive Council of the Chapter accepts the plan and the plan payments are kept current.

Section 10 Social Inactive Status

In case a Brother fails to pay Social Dues before the set deadline or is defaulting on his Payment Plan he will be placed automatically on inactive social status, which will remain in effect until the payments are met. Inactive social status is defined as: No brother delinquent on his dues, or Payment Plan, may be at the house from Thursday until Saturday, between the hours of 9 pm and 2 am, regardless of the event occurring. The Social Financial Officer is responsible for posting the list of socially inactive brothers immediately following the due date. The Executive Council is responsible for enforcing the social policy.

Section 11 Kaafrani Corollary

If a Member fails to pay his Social Dues by the end of the term, 50% of the amount owed, compounded at the end of each academic term, would be carried over into the next term on top of next term's Social Dues.

Section 12 Social Budget

The social budget is a separate entity from the Chapter budget and is managed independently by the Social Financial Officer. Such budget must be approved by the Executive Council each semester.

Article VII – Judicial Board

Section 1 Introduction

The Judicial Board has four general purposes:

1. To hold actives accountable to the expectations of the Alpha-Tau Chapter
2. Respond fairly and decisively to actives who have brought dishonor to the Chapter through their actions
3. Hold actives accountable for violating any Chi Phi Alpha-Tau bylaw
4. Discipline actives for other offenses as called for by the Executive Council or any Alumnus

Section 2 Judicial Members

The Judicial Board shall consist of:

1. The Pro Consul, elected by the house, who shall act as chairman. He shall have one vote.
 - a. If the Pro Consul is unavailable to attend the trial, the Alpha will take his position of Pro Consul for the entirety of the trial.
 - b. The Pro Consul shall act as a non-voting member of the EC.
2. Four brothers, elected by the house, each who shall one vote.
 - a. If a brother on the Judicial Board is unable to attend the trial, a member of the Executive Council will take his position for the entirety of the trial.

Section 3 Judicial Processes

1. Accusation
 - a. An accusation occurs when the Chapter Pro Consul or member of the executive council is informed of an infraction by an active Alpha-Tau Brother by:
 - i. A witness
 - ii. Another brother
 - iii. The IFC
 - iv. SRC
 - v. Another credible source as decided by the Executive Council or Pro Consul
 - b. The Judicial Board will vote upon whether or not the accusation warrants a trial based on severity of action, and clarity of the accusation. A majority vote is required to bring an accusation to trial.
 - c. A member may be punished for any of the following infractions:
 - i. Violated the Constitution, Bylaws, or established policies or procedures of the Alpha-Tau Chapter of Chi Phi
 - ii. Failed or refused to fulfill the duties and obligations of membership
 - iii. Failed to cooperate in the best interest of the Fraternity

- iv. Conducted himself in a manner detrimental to the chapter and/or members of the Fraternity
 - d. If appropriate, the Executive Council may, under a unanimous EC vote, automatically and immediately suspend the Brother(s) involved in the incident from all Chapter events (social events, intramurals, pledge interactions, etc.). The suspension serves as an immediate course of action, until the Judicial Board is able to conduct a trial, and reach a verdict.
 - i. This only occurs in very extreme circumstances.
 - ii. If this suspension may interfere with an active's participation in major events, for example spring thaw or crush, the Pro Consul may call an early trial if he deems necessary.
- 2. Investigation of the Incident
 - a. The Pro Consul, who in his capacity as chairman of the Judicial Board shall notify the other board members, begin collecting facts, and set a trial date.
 - b. The Pro Consul shall notify the Brother(s) accused immediately and give him (them) 24 hours to respond to the allegations. Responses shall be given to the Pro Consul.
 - i. If a brother(s) replies with a plea of guilt, the trial shall not be held, and the Judicial Board shall meet to agree upon a punishment in which they deem fit.
 - c. Failure of the Brother(s) to reply within the 24 hour time period will result in a plea of no contest. While technically not an admission of guilt for commission of the crime, the Judicial Board will treat a plea of "no contest" as such an admission and proceed to find the defendant guilty as charged, unless otherwise proved at trial.
- 3. Trial
 - a. The trial shall be held on the date at the time the Pro Consul decided, unless the Brother(s) in question plea guilty, in which case the trial shall be waved and the judicial board shall apply the appropriate punishment.
 - i. The date shall be set far enough in advance that all parties may make arrangements to attend.
 - 1. The Trial date shall be set within 10 days from the accusation while classes are in session.
 - b. This first hearing shall consist of the judicial board, any witnesses, such as the accuser, and the brother(s) which has been accused.
 - c. The Board shall be presented with all the facts including testimony from the accused brother(s):
 - i. If further testimony is necessary, the Judicial Board can choose to hear from the witnesses, the accused Brother(s), and/or any other person(s) the Board deems relevant.
 - d. The Pro Consul shall assign one of the members of the Judicial Board to keep record of the trial and mediation if necessary.

The Pro Consul shall assign one of the members on a case-by-case basis.

- e. At the following house meeting, after the trial has taken place, the Pro Consul and the rest of the Judicial Board shall present all of the facts that they gathered at the initial hearing. Either the accuser or the accused brother(s) will be given the opportunity to speak, but is not forced to.
 - i. After all of the facts are heard, the Pro Consul will lead the house in the voting procedures as followed:
 1. The pro consul will ask for a motion to end discussion, which shall be seconded, thirded, and requires a 2/3 vote to pass.
 2. The Pro consul will then ask for all that vote that the accused brother(s) is guilty which requires a 2/3 vote to pass
 - a. The Pro Consul shall ask in this manner as the complainant has the burden of proof to establish the allegations of any and all claims by a preponderance of evidence.
4. Punishments: If the accused brother(s) is found guilty by the house, the Judicial Board shall present sanctions which they deem to be fair, reasonable, just, and proportional to the offense found to have been committed.
 - a. Punishments can include, but are not limited to:
 - i. Restitution: when appropriate and reasonable, the Judicial Board may order the Defendant (brother found guilty) to make complete restitution for any damages or property determined to have occurred as the result of the Defendant's action or inaction.
 - ii. Monetary Fines: When appropriate and reasonable, the Judicial Board may impose monetary fines upon the Defendant, but only in an amount that is fair, reasonable, and just.
 - iii. Charitable Acts: The Judicial Board may require the Defendant to participate in community service activities, the conditions of which shall be defined and enforced by GARP.
 - iv. Probation: The Judicial Board may impose a period of probation which punishment may carry any one or combination of the following, but is not limited to:
 1. Social Probation
 - a. Not Allowed to attend social events
 2. Local Probation
 - a. Not allowed at the Chapter Home
 - b. Lose of voting rights.
 - v. Suspension: The Judicial Board may impose a period of suspension which may carry any one or more conditions, but is not limited to:

1. Suspension shall be defined as the temporary loss of all membership privileges, but all obligations of membership remain.
- vi. Expulsion:
 1. Defined as the permanent loss of all membership privileges.
5. Enforcement:
 - a. In the event that a sanctioned brother refuses to fulfill the obligations of his punishment within one week, that brother will be put on local and social probation immediately. It is the Executive Council's duty to enforce this probation. The Pro Consul shall be responsible for notifying the Executive Council of brothers to be put on probation.
 - i. If a brother is put on local and social probation due to refusal to fulfill obligations, he will be on probation until his obligations are fulfilled.
 - b. In the event that a brother gets in trouble with the law in addition to having a complaint filed, the Judicial Board shall weigh their options on whether to pursue the complaint.
6. Appeal:
 - a. A Brother found guilty may only appeal his sanctions at the next upcoming Executive Council Meeting. This appeal process will take place at the end of the meeting and only voting members of the Executive Council shall be present.
 - b. The brother must submit his written appeal to the Executive Council two days prior to the Executive Council Meeting in which he will appeal.
 - c. At the Executive Council meeting, the brother(s) that has been found guilty shall present his appeal to the voting members of the Executive Council
 - d. The Executive Council will vote to accept or reject his appeal
 - i. This is done by a majority vote.
 1. Executive Council members shall not be allowed to abstain from voting.
 2. In the case that a majority vote is not reached, (such as an Executive Council member is in question, leaving the EC with 6 members) the appeal shall be rejected.
 - e. If the Executive Council accepts the appeal, three Executive Council members will act as a mediator between the brother(s) in trial and the Judicial Board until an appropriate agreement is reached.

ARTICLE VIII – House Points

Section 1 House Point Policies

Any active member may accumulate house points through two ways: holding a house office or participation in a house event. The Gamma shall maintain the current House Points attendance list along with the Chapter Alpha. The Executive Council may determine extra point events and has the authority to deny an active member house points under any circumstance with a unanimous vote. Although the Chapter Points List will be updated throughout a semester, the final vote on authorization of points will occur prior to the House Elections.

Section 2 Office Points

The following chart will display the assigned point values for all house office positions. Each value is earned per semester. Points are awarded on a merit basis to be approved by an EC vote at the end of the Semester. All non-voting members of the EC will become voting members when the time comes to award EC points. If one committee chair does not perform his duties and earns 0 points, 50% of his position's points may be divvied by the Executive Council to persons who filled in for him.

Alpha	100	Rush Chair (Fall)	50	Philanthropy Chair	20
Beta	80	Rush Chair (Winter)	35	IFC President/IFC VP-Social Responsibility	75
Gamma	60	Social Chair	50	Elected IFC Position	50
Delta	60	House Manager	45	GARP + Hazing Task Force	30
Epsilon	50	Judicial Board Members	30	SRC	40
Zeta	50	House Steward	30	JIFC	15
Eta	70	Greek Week Rep	20	Congress, Alpha's Academy	25
Pro Consul	45	Crush Chair	20	RLA	20
Fall Pledge Trainer	40	Spring Thaw Chair	15	Munu	20
Winter Pledge Trainer	30	Social Financial	40	IMPACT Weekend	25
				Scholar Chair	15

All Assistant Positions and Committee Members are distributed house points by their Assisted Officer. Each Officer will receive 10 points for each Assistant or Committee member, up to a maximum of 40 house points, to distribute among his Assistants as he sees fit; with a maximum of 10 house points allotted to one person.

Section 3 Participation Points

An active member will be awarded house points for participation in events as listed below. The Gamma shall be responsible for recording attendance at these events. If he cannot attend, he is responsible for ensuring attendance is taken. The Executive Council may assign additional participation points for events not listed below that may occur throughout the semester.

HOUSE EVENTS:	
House Meeting	2
Rush Event	2
Hash	2
Bid Night	2
Waterfall/Pinning	2
Sunday Pledge Night	2
Decadence	3
Coat and Tie*	3
Initiation (per day)**	1
Initiation Sober Driver ***	2
Active for a Semester	35
Live-In for a Semester	50
Philanthropy	2

* Attendance will be taken at the beginning and end of the event, with 1 point awarded for each and a third for attendance at both.

** Attendance will be taken 3 times throughout the course of each night, with 1 point awarded for each

*** 2 Points will be awarded for each Sober Driving scenario (2 total)

Section 4 Room Bump

The process by which brothers wishing to live-in the Chapter house to decide what rooms they shall reside in is called Room Bump. Prior to Room Bump, the Gamma will provide the Chapter with an updated points list and will order them from highest to lowest of the brothers who have signed leases. The Gamma must also provide a large map of the house to assist brothers in the Room Bump process and the House Points List at least a week prior to the Room Bump.

The Room Bump process shall be run by the Beta and will be done in the following manner:

1. The Alpha will select which room he would like, and it will be recorded on the map;
2. The next highest Member on the room bump list will then select his room, and it will be recorded on the map;
3. In the event that any two Members want to live in a room currently assigned by one, no matter how many points the two have, they will bump the one Member out of the room. This works the same for 3 members to 2 Members;
4. If two members want to bump another two members, the individual with the highest point total will get the room. The point values of each pair are not added together;
5. If an individual is bumped, he gets to select a new room and the room bump process will restart from his position on the list;
6. This process will continue until all Members who have signed leases have a room;

ARTICLE IX – Live-In Policy

Section 1 ATCHA

The alumni organization that owns and operates the Chapter property is

the Alpha-Tau Chapter House Organization (ATCHA). They set long-term policy and manage long-term finances of the Chapter. The Alpha will serve as representative for the active members to ATCHA. The Delta shall keep close relations with them as well to ensure financial stability.

Section 2 Minimum/Maximum Capacity

The minimum capacity for the chapter house is 28 men. The maximum capacity for the chapter house is set each year by the Executive Council.

Section 3 Live-In Policy

All freshmen of the university that rush during the Fall are required to live in the chapter house for a period of two years. All freshmen that rush during the Winter and those that rush during their Sophomore or Junior year are required to live in the chapter house for a period of one year. A member may fulfill his live-in requirement in one of the following ways: living in the Chapter house during a school year, paying a house management fee,

having completed a participation agreement, or the house already being at minimum capacity for that year.

Section 4 House Bump

The process to decide which members of the sophomore, junior, and senior classes get to live-in the house is called House Bump. The Executive Council will set the number of Sophomores and Juniors required to live in the house (ex: 7-12). The Gamma will produce an updated points list, and those Brothers with the most house points will have the first option to live-in. The process will continue until the house has been filled.

Section 5 House Management Fee

In the event minimum capacity is not reached, for each member below the live-in requirement, the equivalent rent of a senior during that year will be charged to all members not living in the chapter house or those having not fulfilled the requirement. For example, if we are two persons below the minimum capacity, those that have not fulfilled their live-in requirement and are not living in the chapter house will be collectively responsible for funding the difference of two senior rents.

ARTICLE X – Amendments

Section 1 Proposal of Amendments

Proposals for amendments to these Bylaws may originate in a motion sponsored by four (4) or more voting members.

Section 2 Procedure of Amendment

In order to take effect, any motion to amend must receive an affirmative vote of at least seventy five percent (75%)

APPENDIX A – Participation Agreements

Chi Phi Fraternity Alpha-Tau Chapter

Out-of-House Agreement

This agreement exempts the undersigned from the chapter Live-In Policy found in Chapter 6, Section 5 of the Bylaws of the Alpha-Tau Chapter. The undersigned must receive majority approval from the Executive Council for this contract to be valid.

The following stipulations are to be fulfilled by an approved out-of-house Sophomore:

Pay social dues at the rate of In-House brothers
Pay \$100 per semester to the House Fund

The undersigned further agrees that any absence from any required event will result in a **\$25.00 fine**, charged to his Alpha account. The undersigned may be excused from an obligation and a resulting fine by either the chapter Executive Council.

All the above I have read and legally consent to.

X _____
Brother

X _____
Chapter Alpha

X
Chapter Beta

Chi Phi Fraternity Alpha-Tau Chapter

Out-of-House Agreement

This agreement exempts the undersigned from the chapter Live-In Policy found in Chapter 6, Section 5 of the Bylaws of the Alpha-Tau Chapter. The undersigned must receive majority approval from the Executive Council for this contract to be valid.

The following stipulations are to be fulfilled by an approved out-of-house Junior:

Pay social dues at the out of house rate plus \$50.00

The undersigned further agrees that any absence from any required event will result in a **\$25.00 fine**, charged to his Alpha account. The undersigned may be excused from an obligation and a resulting fine by the chapter Executive Council.

All the above I have read and legally consent to.

X
Brother

X _____
Chapter Alpha

X _____
Chapter Beta