

Each chapter/colony is responsible for making sure their bylaws are consistent with

The Constitution and Statutory Code of Lambda Chi Alpha Fraternity

BY - LAWS FOR

Epsilon-Xi Zeta of

LAMBDA CHI ALPHA FRATERNITY

At Florida Southern College 2010-2011

ARTICLE I: NAME

Section 1.

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

Section 2.

This name shall be applied to the chapter at Florida Southern College located in Lakeland, FL.

ARTICLE II: OBJECTIVES ENUMERATED

Section 1. Objectives.

The objectives of the Epsilon-Xi Zeta shall be:

(a) To maintain at Florida Southern College, an undergraduate unit of Lambda Chi Alpha in accordance with its ideals, standards, traditions, and laws set forth in its ritual, and constitution, statutory code, Grand High Zeta edicts, and the authorized rulings and orders of its general officers.

(b) Particularly to build up the membership, ideals, spirit, organization, and physical equipment of this chapter so that affiliation there with shall ever be regarded as an honor and privilege of which only the finest men are worthy.

(c) To foster a spirit of genuine brotherhood among its members, to make welcome within its home all 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, to emphasize the fact that its badge and ritual are sacred, that initiate membership is for life, and that its brotherhood is universal within this membership.

(d) To make good men great and great men excellent.

ARTICLE III: LAWS

Section 1. Laws enumerated.

Epsilon-Xi Zeta shall be governed by the following laws:

FIRST: CONSTITUTION AND STATUTORY CODE

SECOND: RITUAL

THIRD: ORDERS OF THE GRAND HIGH ZETA

FOURTH: FLORIDA SOUTHERN COLLEGE

FIFTH: CHAPTER BY - LAWS

ARTICLE IV: MEETINGS & FUNCTIONS

Section 1. Regular Meetings.

The High Alpha shall determine the time and place of regular meetings. The chapter shall be required to hold a minimum of two regular general fraternity meetings each month of the academic year.

Section 2. Special Meetings.

Special meetings may be called by the High Alpha or by the written petition of one-third of the active membership. The entire membership must be notified at least 24 hours prior to a special meeting in order for it to be entitled mandatory.

Section 3. Quorum.

A majority, which is defined as 50% + 1 of the active members in good standing shall constitute a quorum at any regular or special meeting of Epsilon-Xi Zeta. Associate members shall be considered part of the quorum in all discussions not pertaining to those matters that are reserved to fully initiated brothers.

Section 4. Who may attend:

Epsilon-Xi Zeta business meetings are open to all members and the public. No person under the influence of alcohol or drugs shall be permitted to attend regular or special meetings.

Section 5. Responsibility to attend.

(a) Attendance at all regular and special meetings shall be compulsory on all members in good standing, including associate members.

(b) Any chapter event that is announced (in a chapter meeting and on the calendar) by the officer in charge of the event as a “mandatory event” at least 1 week prior to the event shall be considered compulsory for all members to attend. Failure to attend a “mandatory event” shall follow the same guidelines as missing a chapter meeting.

(c) All decisions concerning excuses for absence from a meeting shall be made by the

Executive Committee. Excuses shall be given to the High Gamma or Presiding officer if the High Gamma is not present before the absence, and must be in writing. Electronic mail shall also be considered an adequate form of notice. The Executive Committee may grant an excuse after the absence in extenuating circumstances.

(d) The High Tau and the High Gamma shall each record the names and fine amount for all such fines to each member's dues.

Section 6. Who may vote.

Active members in good standing of Epsilon-Xi Zeta are entitled to vote on all chapter decisions. Associate members are entitled to vote in all chapter meetings except where decisions regarding disassociation and initiation are being voted upon. Voting by proxy is prohibited.

Section 7. Behavior at meetings.

(a) Disorder in a regular or special meeting shall not be tolerated.

(b) Any member who refuses to maintain proper decorum in a chapter meeting shall be expelled from the meeting by the presiding officer and (disciplinary action), to be paid at the time of dismissal or added to the members regular dues.

Section 8. Dress at meetings.

(a) **One chapter meeting per month shall be formal.**

(b) Dress at Formal chapter meetings shall be Pin attire.

(b2) Dress at all other chapter meetings will be defined as Casual / Professional.

(c) Those members who do not dress according to Section 8, subsections "b" and "b2" shall be denied entrance to the general chapter meeting.

(d) Guests and Alumni shall be expected to dress appropriately, but may be granted entrance at the discretion of the highest-ranking officer.

Section 9. Order of business.

The following will be the Order of Business at regular chapter meetings of Epsilon-Xi Zeta:

(a) Formal Opening Ceremony at each formal chapter meeting.

(b) Call to order.

(c) Roll Call.

(d) Reading of minutes.

(e) Officer's reports.

- (f) Old Business.
- (g) New Business.
- (h) Open Discussion.
- (i) Formal Closing Ceremony at each formal chapter meeting.
- (j) Adjournment.

Section 11. Rules of Order.

Robert's Rules of Order shall govern the conduct of meetings of Epsilon-Xi Zeta. The following special rules shall be in force:

- (a) An initiated member shall be addressed as "Brother....".
- (b) An Associate Member shall be addressed as "AM..."
- (c) Officers shall be addressed as "Brother High Alpha", etc.

ARTICLE V: OFFICERS

Section 1. Officers by Rank.

The elected officers are, by rank, as follows:

President also known as the HIGH ALPHA

Vice President-Internal also known as the HIGH BETA

Vice President-External also known as the HIGH THETA

Secretary also known as the HIGH GAMMA

Treasurer also known as the HIGH TAU

Risk Management also known as the HIGH IOTA

Fraternity Educator also known as the HIGH KAPPA

Recruitment Coordinator also known as the HIGH DELTA

Ritualist also known as the HIGH PHI

Scholastic Chairman also known as the HIGH SIGMA

Social Chairman also known as the HIGH EPSILON

Alumni Secretary also known as the HIGH RHO

Inner circle chair also known as the HIGH LAMBDA

Alumni Advisor also known as the HIGH PI

Section 2. Eligibility to Hold Office.

No member may hold a High Zeta office unless he is an active member in good standing and meets the requirements of Code X-16 of the *Statutory Code*.

Section 3. Elections.

Regular election to High Zeta offices and executive committee members at large shall be held bi-annually as needed on the last Mon. in November and the first Mon. in April. Nominations will be taken one week before elections; in addition, a chapter member may only run for two offices per election. Any member nominated for an office will hand in a mission statement, goals, and direction he would like to take the office, to the Executive Committee one week after he has been nominated. The High Zeta officers shall go through the Formal Installation Ceremony. Elected Officers shall remain in the office from the time of installment for a period of two semesters, or until April elections, whichever comes first, unless voted out by the Executive Committee and a majority 50% + 1 of the Chapter Members. If an officer is voted out, graduates, or resigns from their position in the fall, the newly elected officer will hold that office for one semester and have the option to run for that position again in April. This is so we will have a united High Zeta for two semesters, instead of having to bring in new officers in the middle of the year.

Section 4. Vacant positions.

Vacancies shall be filled in accordance with Code IV-31, section c of the *Statutory Code*.

Section 5. Delegate qualifications.

The Official Delegate to General Assembly, Leadership Seminar and any other events that require an official delegate shall be elected by the undergraduate chapter and shall have at least one full year of college work before graduation and be an active member in good standing.

Section 6. Duties of the Official Delegate.

The Official Delegate of the General Assembly, Leadership Seminar, and any other events that require an official delegate shall attend all sessions thereof and serve on committees to which he is appointed. He shall present a report to the High Zeta and then to the active chapter following his return from the assembly.

ARTICLE VI: EXECUTIVE COMMITTEE

Section 1. Composition.

The Executive Committee shall be composed in accordance with Code IV-28 of the *Constitution and Statutory Code*. The chapter at the regular chapter elections held in November & April will elect members at large and an alternate as needed.

Section 2. Powers and duties.

The powers and duties of the chapter Executive Committee shall be defined in Code IV-29 of the *Constitution and Statutory Code* of Lambda Chi Alpha.

ARTICLE VII: OTHER COMMITTEES

Section 1. Creation and organization.

The High Alpha shall create committees at his discretion or upon a majority vote of the chapter.

The High Beta shall organize all committees.

Section 2. Committees Noted:

Chaplain:

The Chaplain shall open all informal meetings with a prayer as called on by the High Alpha and shall strive to implement programs to foster spiritual growth within himself and the Brotherhood.

Athletic Director:

The Athletic Director shall be in charge of the organization for all sporting events. He shall supervise intramural sports and post game times 24 hrs in advance, be in charge of appointing captains and coaches, be responsible for all chapter owned athletic equipment, and attend all necessary intramural meetings.

IFC Representative:

The IFC Rep. shall represent the Brotherhood in all Inter-Fraternity Council activities and keep the Zeta posted on such. He shall attend all IFC meetings (\$10 fine for not doing so).

Public Relations:

The PR. Committee will be in charge of successfully promoting Epsilon-Xi positively throughout the campus and community.

Standards:

The Standards Chair will keep the ideals, objectives, and standards for chapter excellence in the minds and hearts of all brothers at all times.

House Manager:

He shall be responsible for the operation of maintaining the Chapter area of the house. He shall enforce the house rules and regulations as maintained by Florida Southern College. He may bring forth any members who willfully abuse any portion of the chapter's property to the Executive Committee, and he shall have other duties as assigned.

Web Master:

The Web Master shall be in charge of the operation and maintenance of the Epsilon-Xi Web Page and any electronic communication device regarding Epsilon-Xi. The Web Master shall make changes as approved by the Executive Committee.

Historian:

The Historian Committee shall keep the chapter scrapbook, take approved pictures, and a diary or chronological history of the chapter.

S.G.A. Representative:

The Student Government Representative will represent the Brotherhood in all required meetings and will report to the Zeta all necessary information. (\$10 fine for not doing so.)

Food Drive Committee:

The food drive committee shall be made up of any brothers willing to help the High Theta in the organization and success of the North American Food Drive.

Alumni Committee:

The alumni committee shall be made up of any brothers willing to help the High Rho in the organization and success of Alumni contact and relations.

ARTICLE VIII: MEMBERSHIP.

Section 1. Membership Requirements for all Initiates.

The General Fraternity is and shall remain the sole and final authority of the requisites for membership in Lambda Chi Alpha. Only the following shall be eligible for membership in Lambda Chi Alpha:

- (a) College men of good moral character whose ideals, characteristics, and attainments are such as will make them compatible, congenial, and worthy members of the fraternity, who comply with the laws of the fraternity, and who are not members of any other national general social college fraternity or any similar local general social fraternity.
- (b) All initiates, except honorary members at the time of initiation, shall be students at the college or university where a subordinate Zeta of Lambda Chi Alpha has been established. No candidate, of whatever membership classification, shall be initiated unless he shall have paid-in-full, twenty-one days in advance of the initiation, the initiation fee of the subordinate Zeta into which he is received. All initiation fees shall be paid in cash or money order only. He shall also have paid the Associate Member fee, all monthly dues, and any other money that he may owe to Epsilon-Xi Zeta.
- (c) The Executive Committee reserves all rights to make exceptions and amendments, on a case-to-case basis, to Article VIII, Section 1(b).
- (d) No Associate Member shall be initiated unless he has maintained a proper college academic cumulative and semester grade point average of 2.5 or higher no later than 7 days prior to the day of initiation.

Section 2. Voting on candidates for Associate Membership.

The procedure to be used by Epsilon-Xi Zeta is as follows:

Member obligations pertaining to Hash:

1. The member is currently in good standing (Academic, Financial and Behavioral) with Lambda Chi Alpha, Epsilon Xi and Florida Southern College.
2. If requested by the High Alpha, High Delta or High Phi, the member is able to state the mottos open or closed in under two attempts. Associate Members are exempt from stating the closed mottos.
3. Hash will follow Robert's rules of Order.
4. The High Alpha or High Delta may dismiss any member for improper conduct during the meeting after proper warning has been given.
5. During the course of a meeting, each member may object to a motion once. The High Gamma will be charged with maintaining the individuals who have used their objection.
6. The High Alpha and High Delta will moderate each meeting.
7. If a candidate is voted upon and does not receive a bid any subsequent debate on that candidate is limited to 20 minutes.
8. Voting will be conducted using a closed ballot.
9. A member may question the brotherhood and ask for a valid reason for a vote of "no" the validity of the reason will be determined by the High Alpha or High Delta. Additionally if there are more "no" votes than members who admit to a vote of "no" the difference will be counted as abstains.

Requirements to extend a bid:

1. In order to extend a bid, a simple majority (50% + 1) of the members in attendance must vote (excluding abstains). on a candidate in order for the vote to be considered valid.
2. At least 80% of the active membership present and in good standing shall be required to extend a bid to a prospective member. This percentage is in accordance with Code VI-1 of the *Statutory Code*.
3. In order to be considered for Associate Membership, a candidate must have a cumulative grade point average of 2.6 or greater by the start of his fall semester at Florida Southern College.

Section 3. Voting on Candidates to continue the Initiation process

(a) After 2 to 3 weeks from the date of the AM ceremony, there shall be a vote to determine whether to continue the candidates' process towards initiation. The percentage needed to assure continuation will be 80% of the active initiated members present and in good standing. This is to protect the chapter's welfare both internally and externally by changing the attitude of 'once an associate, once a brother' and establishing the core group to proceed in learning more about what makes Epsilon-Xi so strong.

(b) Appeals to the Section 3(a) vote shall consist of no more than two per candidate, per semester, and extend no later than 4 weeks from the date of the AM ceremony. Notification of this vote to chapter members shall be no later than 72 hours prior to the actual vote.

(c) If after 4 weeks, or two previous votes a candidate has still not been approved to continue the process towards initiation he shall be informed by the Alpha, Kappa, and his Big Brother. Dues shall be refunded in full with the exception of ½ years insurance and national associate membership dues.

Section 4. Voting on candidates for initiation.

The procedure to be used by Epsilon-Xi Zeta is as follows:

(a) A prospective initiate's name must be proposed by one member of the active chapter and seconded by another at least three weeks before initiation and tabled for a week. The final vote on candidates for initiation shall be held at a time to be determined by the active chapter. Favorable percentage for initiation shall be at least 80% of the active initiated members present and in good standing. Notification of such a vote must be no less than 1 week prior to the actual vote.

ARTICLE IX.: INITIATION

Section 1. Time.

The time and date of Ritual shall be decided at the High Zeta retreat and or by the High Alpha & High Phi.

Section 2. Manner of Initiation.

Epsilon-Xi Zeta shall initiate only in accordance with the laws and practices of the General Fraternity.

Section 3. Compulsory Attendance.

Every active member shall be required to attend and participate in the Ritual Exemplification Ceremony. Any member not attending the Ceremony shall, unless previously excused by the Executive Committee, be fined accordingly.

Section 4. Conduct.

Any member not exhibiting an attitude of decent conduct shall be subject to the discretion of the Executive Committee.

ARTICLE X: ACADEMIC REQUIREMENTS

Section 1. Governance.

Epsilon-Xi Zeta abides by, and strictly enforces Code X-16 of the *Constitution and/or Statutory Code*.

Section 2. Academic Suspension.

Effective as of fall 2007, Epsilon-Xi Zeta has created an incentive program that offers the opportunity for members on Academic Suspension to improve their status. The following stipulations specify the proceedings resulting from members' grade point averages:

- (a) Any member currently on Academic Suspension who receives a grade point average below 2.5 at Mid-terms shall remain on strict Academic Suspension.
- (b) Any member currently on Academic Suspension who receives a grade point average between 2.5 and 3.0 at Mid-terms, shall remain on Academic Suspension, but shall be allotted the privilege of choosing to attend one Pre-Initiation event and one social event.
- (c) Any member currently on Academic Suspension who receives a grade point average between 3.0 and 3.5 at Mid-terms shall remain on Academic Suspension, but shall be allotted the privilege of attending all Pre-Initiation events and two social events.
- (d) Any member currently on Academic Suspension who receives a grade point average of 3.5 or higher at Mid-terms, shall be taken off Academic Suspension and placed on Academic Probation. They will then be responsible for paying retroactive, fraternity dues.

At the completion of the semester, any member who has initiated *Section 2(d)* and was instated to Academic Probation, but their final grades have fallen back below that of a 3.5 grade point average shall be placed on Academic Probation the following semester. If however, the grade point average remained a 3.5 or higher at the completion of the semester, that member shall be taken off Academic Probation and placed in good academic standing with the fraternity.

Section 3: Requirements for Membership

- (a) All members associated with the fraternity prior to the 2010 fall semester shall be required to maintain a grade point average of 2.25 or higher in order to avoid being called before the executive committee for disciplinary action.
- (b) All members associated with the fraternity from the 2010 fall semester and on shall be required to maintain a grade point average of 2.5 or higher in order to avoid being called before the executive committee for disciplinary action.

Section 4. Summer Classes

(a) Many members of Epsilon-Xi choose to enroll in academic courses throughout the course of the summer months. For some, taking summer courses could entail trying to earn more credits at a faster pace so they can graduate sooner. For others, summer courses could involve the opportunity to retake a course in order to improve the grade previously obtained from taking that class. Whatever the situation, members deserve the opportunity for those grades to be taken into consideration for benefits such as being removed from Academic Suspension or Probation, receiving a higher GPA for grade discounts, etc.

When taking summer grades into consideration, take the summer courses and average them together with the courses of the previous semester. If a member has retaken a

course, exclude the first grade and replace it with the summer grade. Averaging the two semesters together will give you the proper GPA result, which you can then apply to Article X, Sections 1 and 2.

(b) Only summer courses taken through Florida Southern College are eligible for grade point average alterations. This is the case due to the inability of other colleges to transfer grade point averages over to Florida Southern College.

(c) There is no minimum or maximum amount of credit hours necessary to redeem these benefits. Whether a member takes on a part-time schedule (1-11 credit hours) or a full-time schedule (12+ credit hours), any class taken at Florida Southern College over the summer is deemed acceptable for grade point average alteration.

(d) The aim of Section 3 of Article X is deemed beneficial to members of Epsilon-Xi. Our goal is not to be a burden to our members. Therefore, if by enacting Section 3, subsection “a” of Article X results in a worse grade point average than if it had never been initiated in the first place, Section 3 may be deemed “void” so that the member in question may receive the better grade point average.

ARTICLE XI: FINANCES

Section 1. Dues.

The structure of payment is as follows:

- (a) Each active member is required to pay a certain amount per semester approved by the High Tau, fall and spring. Dues shall be paid in full by a date to be set by the High Tau. Members who fail to do so will be required to register with a third party billing agency determined by the High Tau and approved by the Executive Committee. Each member using the third party billing agency will be responsible for all additional charges accrued due to use of the third party service. Failure to enroll in to this program will result in a warning by the High Tau. If the member still fails to register, he shall be required to appear before the Executive Committee to discuss possibly disciplinary actions.
- (b) The dues shall be comprised of national dues, insurance, IFC dues, reserve fund contribution per brother and associate members, and other fees used to benefit the chapter and its program's.
- (c) Dues for last semester seniors (Effective Fall 2005) – If a brother has paid four semesters of active dues and has no outstanding balances then he is eligible for a discount his graduating semester. The discount consists of the following breakdown:
 - a. National dues
 - b. Half of years insurance policy
 - c. IFC dues for the semester
 - d. 20 dollar additional chapter expense

Section 2. Budget.

The budget of Epsilon-Xi Zeta shall be prepared by the High Tau and approved by the Executive Committee. It shall be approved by the Executive Committee no later than the second Executive Committee meeting of the semester, and will be open for all initiated members to attend. The budget shall remain “open” to modification throughout the course of the semester, but only by the Executive Committee and High Tau. Associate Members’ dues shall not be included in the planning.

Section 3. Reserve Fund.

A specific amount per man, per month, approved by the Executive Committee shall be added to the Reserve Fund, which shall be used only for purposes specified in Code VII-22 of the *Statutory Code*. This amount will be due by the active chapter to the Reserve Fund within 31 days from the start of the fall and spring semesters only.

Section 4. Association and Initiation fee.

The Association fee and Initiation fee shall be equal to the amount listed in Codes VII-3 and VII-4 of the *Statutory Code*.

Section 5. Procedure for Disbursement of Funds.

- (a) All amounts expended must be within the approved budget, and approved by the officer under whose budget the amount is to be applied.
- (b) Failure by any officer to not follow proper procedures regarding expenditures may result in that officer having to pay for such expenditures by the said officer.

Section 6. Financial Accountability.

- (a) Epsilon-Xi Zeta abides by, and strictly enforces Code X-15 of the *Constitution and/or Statutory Code*.
- (b) The High Tau shall present at every chapter business meeting a written financial report, regarding the weekly expenditure of all funds as well as the status of chapter accounts.
- (c) The amount owed by individual members and their standing in the chapter shall not be posted in any meeting room door prior to and/ or throughout the duration of any chapter meeting.

Section 7. Fines.

Both members and associate members possess a duty to fulfill their obligations, once recited, to present themselves accordingly and in a timely manner, at all chapter meetings and functions. Those who fail to fulfill this compulsion will therefore be assessed a fine, enumerated as follows:

- (a) Arriving late to a Chapter meeting, without first notifying the High Gamma or High Alpha (no later than 24 hours before the actual meeting), will result in a fine of \$5.00.

(b) Missing a Chapter meeting, without first notifying the High Gamma or High Alpha (no later than 24 hours before the actual meeting), will result in a fine of \$10.00.

(c) Missing Ritual Practice, without first notifying the High Phi (no later than 24 hours before the actual meeting), will result in a fine of \$20.00.

(d) Any other assessment of fines, as a result of misconduct, shall be reserved by the Executive Committee.

Those who have been notified of their fines shall have the opportunity to appear before the Executive Committee, no later than 21 days after their original violation, to justify their misconduct. The Executive Committee will make their decision based off the facts presented. All decisions made by the Executive Committee are final.

ARTICLE XII: Housing Obligations and Room Selection

At the end of each year, the room selection process will be determined by a points system. The room selection will be based on each Member's points accrued. In the case of a tie Pin number will be the deciding factor.

The points system is as follows:

Rush Class

Fall 2011 – 5

Fall 2010 – 10

Fall 2009 – 15

Fall 2008 – 20

Fall 2007 – 30

GPA for last semester:

Less than 2.6 – 0

2.6-3.0 – 5

3.1-3.5 – 10

3.6-3.9 – 15

4.0 – 20

High Zeta or Executive Committee Members

Previous Years – 5

Present – 10

Appointed offices

2 points per past office per year

3 points per current office

Membership in outside organizations

1 point per current organization

Leadership position (past or present) – 2 additional points

Credit hours

Senior – 4

Junior – 3

Sophomore – 2

Freshman – 1

Work

Average of 5 hours per week – 1

(Example: 30 hours per week = 6 points)

ARTICLE XIII: DISCIPLINE OF THE INDIVIDUAL MEMBER

Section 1. Offenses defined.

Each member of Epsilon-Xi Zeta shall abide by the laws of the Fraternity as defined in Code III, the by-laws of this chapter, acts of this Zeta, and acts of this Zetas' Executive Committee and Officers as provided for by said by-laws. A member in violation of any of these laws is subject to disciplinary procedures and penalties.

ARTICLE XIV: CONFLICTS WITH THE *CONSTITUTION* AND/OR *STATUTORY CODE*

Section 1. Adjusting conflicts with the *Constitution* and/or *Statutory Code*.

All bylaws that are in conflict with the *Constitution*, *Statutory Code*, or orders of the Grand High Zeta are automatically deemed null and void.

ARTICLE XV: AMENDMENTS

Section 1. Amendments to the by-laws.

Amendments to these By-laws must lie on the table for one week. A two-thirds vote shall be required for the proposed amendment to be entered into the chapter by-laws.

ARTICLE XVI: CONFIDENTIAL INFORMATION

Section 1. Disclosing Confidential Information.

All items discussed and voted upon during any meeting of the Zeta shall be classified as confidential information. Such information shall not be revealed to persons outside of the Brotherhood. The Executive Committee shall bring charges against any brother who is in defiance of this section of the By-Laws.

**The Foregoing By-Laws were formally approved by the Epsilon-Xi Zeta of the
Lambda Chi Alpha Fraternity.**

David Bentley
High Alpha

Mike Crawford
High Pi

Certification:

Approved by the active chapter on these bylaws shall be in affect upon approval of the Grand High Pi.