

The Fraternity of Alpha Kappa Lambda

Constitution
Bylaws
Standing Rules
Statements of Policy

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THE FRATERNITY OF ALPHA KAPPA LAMBDA

CONSTITUTION

PREAMBLE

Affirming our belief in the principles of religion, morality and service and agreeing to apply them in our every conduct of life, in service to our university, our country, and humanity and at the same time striving for the highest scholarship, we the members of The Fraternity of Alpha Kappa Lambda do establish this Constitution.

ARTICLE I

NAME AND MOTTO

SECTION 1. NAME: This organization shall be known as The Fraternity of Alpha Kappa Lambda, a not-for-profit corporation under the laws of the State of Missouri or as designated by the National Executive Council via a unanimous vote.

SECTION 2. MOTTO: The motto shall be "Alethia Kai Logos," (The Truth and the Word).

ARTICLE II

NATIONAL RECORD

NATIONAL RECORD: The National Record shall consist of:

SECTION 1. THE RITUAL: Which is the official initiation ceremony whereby all persons become members of this Fraternity.

SECTION 2. THE TRUTH AND THE WORD: Wherein is recorded a detailed and accurate description of all insignia and all regulations determining the use of such insignia, a history of the Fraternity and subordinate organizations, a record of the customs, precedents and informal rules of the Fraternity and such other information and records as may be added by the Fraternity.

ARTICLE III

EMBLEMS AND INSIGNIA

SECTION 1. COAT OF ARMS: The coat of arms of The Fraternity of Alpha Kappa Lambda shall be blazoned as follows:

- A. **SHIELD:** Gold, a pall renders, purple, between a scroll and a lamp, flaming proper, surcharged at the honor point of a mullet, argent. In the base, filling it, a sea, proper, reflecting a sun of the first, with eleven wavy rays setting between two headlands proper.
- B. **CREST:** A cross, Maltese, of the first, over an annulet of the second.
- C. **SUPPORTERS:** Dexter, a branch of California oak. Sinister, a branch of California laurel.
- D. **MOTTO:** Alethia Kai Logos

SECTION 2. BADGE: The badge of this Fraternity shall be the Greek letters AKA. Each letter to be of equal size with the A and Λ in the background from which the K shall set forward and rise above. The A and Λ shall be embossed with the design of the flower of the Dogwood tree. The materials used in the manufacture of the regulation badge shall be yellow gold and the K set with eleven genuine oriental pearls.

SECTION 3. COLORS, FLOWER AND FLAG: The Colors of The Fraternity shall be gold and purple. The flower will be the golden yellow Pernet rose. The flag shall be five feet long and three feet high. The upper half of the field shall be gold upon which is displayed the coat of arms. The lower half of the field shall be purple upon which are placed the Greek letters AKA.

ARTICLE IV

PURPOSE

The purpose of this Fraternity shall be to unite in the bonds of brotherhood acceptable male persons of good moral character; to develop the social, moral and religious welfare of its members; and to foster and encourage high scholarship, leadership, loyalty and self-support.

ARTICLE V
TERM OF EXISTENCE

This Fraternity shall exist in perpetuity.

ARTICLE VI
OFFICES AND CORPORATE SEAL

SECTION 1. PRINCIPAL OFFICE: The principal registered office of the Fraternity shall be established by the National Executive Council in a State of its choosing.

SECTION 2. OTHER OFFICES: The Fraternity shall have such other offices, as the National Executive Council may from time to time provide or as the business of the Fraternity may from time to time require.

SECTION 3. CORPORATE SEAL: The National Executive Council shall provide the form for a corporate seal for the Fraternity.

ARTICLE VII
PUBLICATIONS

SECTION 1. MAGAZINE: The name of the Fraternity magazine shall be The LOGOS. Publication dates shall be established by the Editor with the agreement of the National Executive Council.

SECTION 2. ALUMNI DIRECTORY: The Fraternity shall publish from time to time a directory listing all members of the Fraternity, their addresses, and pertinent information as provided by the individual members.

ARTICLE VIII

CHAPTERS AND COLONIES

SECTION 1. COLONIES: The Fraternity may at any time recognize a group of men as a colony at any institution as defined in Section 2 of this Article for the purpose of receiving a charter as a chapter of this Fraternity.

SECTION 2. COLLEGIATE CHAPTERS: The Fraternity may at any time charter a collegiate chapter at any educational institution whose graduates are admitted to graduate standing at any member of the Association of American Universities, or any regionally accredited institutions of the National Association of State Universities and Land Grant Colleges. All chapters of National Alpha Kappa Lambda Fraternity, an Illinois Corporation, chartered prior to July 1, 1968, shall be deemed to be chartered by and shall become chapters of the Fraternity.

- A. **FORM OF CHARTER:** The charter shall read as follows: "To Whom It May Concern: Greetings - be it known that a CHARTER for the establishment of a Chapter of The Fraternity of Alpha Kappa Lambda at The _____ to be known as _____ Chapter of Alpha Kappa Lambda is hereby granted to the following persons, conveying to them and their duly elected associates and successors all the rights and privileges conferred in the Constitution and Bylaws of the Fraternity. (A list of persons to whom the charter is granted.) IN WITNESS WHEREOF, the signatures of the National President and of the Executive Director and the Great Seal of The Fraternity of Alpha Kappa Lambda are hereunto affix, on this _____ day of _____ in the Year of Our Lord _____." Upon reinstatement of a withdrawn charter, a form of reinstatement may be issued to the chapter setting forth appropriate information and permitting signature by members of the chapter at the time of reinstatement.
- B. **CHAPTER DESIGNATION:** The collegiate chapters of the Fraternity shall be designated as follows:
1. The mother chapter at the University of California shall be known as Alpha Chapter.
 2. The next twenty - two (22) chapters chartered shall be designated by single Greek letters in alphabetical order, omitting Omega. Further chapters shall be designated in the same order as the first twenty - three (23), but prefixing Alpha, Beta, Gamma, etc., in turn for each successive group of twenty-three.
 3. In the event that the charter of a chapter is withdrawn under the provisions of SECTION 4 of this Article, that chapter's name shall not be granted to any chapter except one at the same university as the chapter whose charter has been withdrawn.
 4. The roll of Omega Chapter shall contain the names of all deceased members of The Fraternity.

SECTION 3. ALUMNI CHAPTERS: The Fraternity may at any time charter an alumni chapter.

- A. **FORM OF CHARTER:** The charter shall read as follows: "To Whom It May Concern, Greetings: Be it known that a CHARTER for the establishment of an Alumni Chapter of The Fraternity of Alpha Kappa Lambda to be known as the (name of chapter chosen) of Alpha Kappa Lambda is hereby granted. In Witness Whereof, the signatures of the National President and of the Executive Director and the Great Seal of the Fraternity are hereunto affixed on this _____ day of _____ in the Year of Our Lord _____."
- B. **CHAPTER DESIGNATION:** Alumni Chapters shall be designated by a chosen name as approved by the National Executive Council.

SECTION 4. ESTABLISHMENT, MAINTENANCE, SUSPENSION, WITHDRAWAL, AND REINSTATEMENT OF CHAPTERS: Chapters permitted under this Article shall be established, maintained, and, if necessary, suspended, withdrawn and reinstated in accordance with procedures and definitions established in the Bylaws and Policies of The Fraternity.

- A. **ISSUANCE OF CHARTER:** No charter for a Collegiate Chapter shall issue unless approved by two-thirds (2/3) vote of the National Executive Council. A thirty day (30) notice prior to a vote will be provided to active chapters to provide any comments or concerns to the National Executive Council for consideration.
- B. **WITHDRAWAL OF CHARTER:** Further, no charter shall be withdrawn unless approved by three-fourths (3/4) vote cast by members of the National Executive Council. A thirty day (30) notice prior to a vote will be provided to active chapters to provide any comments or concerns to the National Executive Council for consideration.
- C. **REINSTATEMENT OF CHARTER:** Reinstatement of a charter that has been terminated shall be subject to the requirements set forth hereinabove for issuance of a new charter.

ARTICLE IX

MEMBERS

SECTION 1. CLASSES OF MEMBERSHIP: The Fraternity shall have the following classes of membership:

- A. COLLEGIATE MEMBER: A man who is enrolled as an undergraduate student at an educational institution where a chapter of the Fraternity exists, who has been initiated by a chapter is a collegiate member of the Fraternity.
- B. MEMBER AT LARGE: A man who is enrolled as an undergraduate student at an educational institution which meets the requirements of this constitution for the establishment of a collegiate chapter of The Fraternity, but where a collegiate chapter of The Fraternity does not exist, and who has been initiated into The Fraternity at another institution, is a member at large of The Fraternity.
- C. ALUMNUS MEMBERS: A collegiate member shall become an alumnus member upon ceasing to be an undergraduate student at the educational institution where his chapter is located, or at the direction of the National Executive Council, or if his chapter's charter shall be withdrawn, except that graduate students shall be governed by subsection (D) of this SECTION. If an alumnus member returns as an undergraduate to the same institution, he will resume status as a collegiate member upon approval of his chapter.
- D. ASSOCIATE MEMBER: A collegiate member shall become an associate member upon marriage or becoming a graduate student at an educational institution where his chapter is located. An associate member may elect full collegiate status or alumnus status with the approval of his chapter.
- E. HONORARY MEMBER: A man may be elected to honorary membership in a chapter of The Fraternity, provided he does not hold any class of membership in another social collegiate fraternity. Any member may put forward candidates for honorary membership. If not directly connected to a chapter a sponsor chapter must be found. Upon initiation, this man becomes an alumnus member.
- F. MEMBER OF NATIONAL ALPHA KAPPA LAMBDA FRATERNITY: A collegiate, alumnus or honorary member who was initiated by Alpha Kappa Lambda Fraternity, an Illinois corporation, prior to July 1, 1968, shall become a collegiate, alumnus or honorary member respectively, of The Fraternity.

SECTION 2. ADMISSION TO MEMBERSHIP: Any man meeting the qualifications for initiation according to the procedures and definitions established in the Bylaws and Policies of The Fraternity and who does not hold any class of membership in another social collegiate fraternity may be initiated into membership in The Fraternity. No person shall be denied membership in The Fraternity based upon race, color, creed, national origin, sexual orientation or physical impairment.

SECTION 3. SUSPENSION AND EXPULSION OF MEMBERS: A member of The Fraternity may be suspended or expelled for such cause and by such methods as are in accordance with the procedures and definitions established in the Bylaws and Policies of The Fraternity, provided, however, that no collegiate member may be expelled unless two

- thirds (2/3) of the membership of his chapter present at a duly called meeting as defined by the Bylaws and Polices of the Fraternity, has voted to approve the expulsion if that chapter is not then under suspension. Undergraduate members of a suspended chapter may be recommended for expulsion by the Executive Director to the National Executive Council. Members initiated within the last one hundred sixty (160) days may request their own expulsion subject to approval by the Executive Director.

SECTION 4. TRANSFER OF MEMBERSHIP: A collegiate member of The Fraternity who becomes a student at an educational institution other than that at which he was inducted into The Fraternity may affiliate with the chapter at that institution with the approval of that chapter and in accordance with the procedures and definitions established in the Bylaws and Policies of The Fraternity.

SECTION 5. LIFE MEMBERSHIP: Membership in The Fraternity is an affiliation binding for life.

ARTICLE X

DUES AND FEES

Dues and fees for chapters defined in Article VIII herein and for members defined in Article IX herein shall be levied in accordance with procedures and definitions established in the Bylaws and Policies of The Fraternity.

ARTICLE XI

GOVERNMENT STRUCTURE AND AUTHORITY

SECTION 1. CHAPTERS: The Collegiate and Alumni Chapters shall govern The Fraternity, and shall retain the following powers:

- A. **MEMBERSHIP:** Individually, collegiate chapters shall have the authority to grant membership in The Fraternity. Such power will be subject to a majority vote of the undergraduate membership present at a duly called meeting as defined in the Bylaws and Policies of the Fraternity of the chapter in favor of any candidate, or committee assignment for candidate selection, and shall be subject to any other requirements of membership contained in the Bylaws or Policies of The Fraternity.
- B. **CHAPTER AFFAIRS:** Each collegiate and alumni chapter shall have the authority to conduct all affairs of the chapter, provided that any actions taken are consistent with the procedures and definitions established in the Constitution, Bylaws or Policies of The Fraternity, and provided that such business is conducted in a democratic manner. Collegiate chapters will register as an unincorporated entity.

Excess assets shall be transferred to an authorized alumni corporation or to the National Fraternity at the end of each academic year in accordance with requirements contained in the Bylaws or Policies of the Fraternity.

- C. **FRATERNITY AFFAIRS:** Collectively, collegiate and alumni chapters acting together with members of the National Executive Council shall have the authority to govern all aspects of The Fraternity as provided in the Constitution, Bylaws or Policies of The Fraternity.

SECTION 2. NATIONAL CONCLAVE: A biennial meeting, designated The National Conclave, shall be held on dates and at such locations as may be designated by the National Executive Council, for the purpose of electing officers and members of the Council and for the transaction of such other business as may be brought before it. Subject to the provisions of this Section below, The Conclave shall be conducted in accordance with the procedures and definitions established in the Bylaws and Policies of The Fraternity.

- A. **NOTICE OF MEETING:** Shall be delivered to each member of The Fraternity as prescribed in the Bylaws of The Fraternity.
- B. **VOTING RIGHTS:** Voting rights at The National Conclave shall be afforded each chapter and each member of the National Executive Council as prescribed in the Bylaws of The Fraternity.
- C. **QUORUM:** A quorum shall consist of at least one delegate from not less than three-fifths (3/5) of the collegiate chapters of The Fraternity then holding a charter. If a quorum is not present at any National Conclave, representatives of a majority of the collegiate and alumni chapters represented may recess The Conclave from time to time without further notice until a quorum can be achieved.

SECTION 3. NATIONAL EXECUTIVE COUNCIL: The affairs of The Fraternity shall be administered by a National Executive Council.

- A. **NUMBER AND QUALIFICATIONS:** The National Executive Council shall consist of the National President, National Vice-President, National Secretary, National Vice President of Finance, four alumni members, one alumni corporation member and one undergraduate member, all of whom shall be selected by such methods and serve for such terms as may be established in the Bylaws of The Fraternity. Provision for ex-officio, non-voting members of The National Executive Council may be established in the Bylaws of The Fraternity.
- B. **DUTIES AND POWERS:**

1. **Statements of Policy:** The National Executive Council shall have the authority to establish such Statements of Policy as are necessary to carry out the intent of the Constitution and Bylaws of The Fraternity, or as may be required to preserve the health, safety, well-being, or existence of The Fraternity or its members. As an extension of the Constitution and Bylaws of The Fraternity, such Statements of Policy shall have the same force and effect and be binding upon all chapters and members provided, however, that such Statements of Policy are not in contradiction of the provisions of the Constitution or Bylaws of The Fraternity.
2. **Statements of Position:** The National Executive Council shall have the authority to establish such Statements of Position as may be necessary to communicate the intent of the Constitution, Bylaws, and Policies of The Fraternity to such non-Fraternity members as the Council deems appropriate.
3. **Staff:** The National Executive Council shall have the authority to employ an Executive Director, who shall serve as the Chief Executive Officer of The Fraternity and establish such other staff positions as necessary for the needs of The Fraternity.
4. **Business Affairs:** The National Executive Council shall have the authority to call and conduct meetings and establish a budget. They have the authority to appoint a member of the National Executive Council to execute legal and financial documents, and otherwise administer the business affairs of The Fraternity as established in the Bylaws and Policies of The Fraternity in the absence of an Executive Director.
5. **Committees:** The National Executive Council may establish such committees as are needed to serve the needs of The Fraternity in addition to any standing committees established in the Bylaws of The Fraternity.
6. **Other Powers:** Notwithstanding the above, the National Executive Council shall have the authority to exercise all powers delegated to it by the Constitution or Bylaws of The Fraternity.

SECTION 4. OFFICERS: The Fraternity shall have the following officers:

- A. **NATIONAL PRESIDENT:** The National President shall be the elected head of The Fraternity. He shall preside over The National Conclave and the National Executive Council, and shall perform such other ceremonial and administrative functions as are established in the Bylaws and Policies of The Fraternity.
- B. **NATIONAL VICE-PRESIDENT:** The National Vice-President shall perform the duties of the National President in the President's absence or inability or refusal to act. He shall be kept advised of all matters relating to the Fraternity, and shall perform such

other ceremonial and administrative functions as are established in the Bylaws and Policies of The Fraternity.

- C. **NATIONAL SECRETARY:** The National Executive Director shall serve as National Secretary. The National Secretary shall provide for the recording of minutes of The National Conclave, and of meetings of the National Executive Council, see that all notices are duly given in accordance with the provisions of the Constitution, Bylaws or Policies of The Fraternity or as required by law, and be custodian of the Corporate Seal and records of The Fraternity.
- D. **NATIONAL VICE PRESIDENT OF FINANCE:** The National Vice President of Finance shall serve as Chairman of the Budget and Finance Committee. With the assistance of the Executive Director, he shall propose to the National Executive Council an annual budget for the Fraternity. Throughout the year, he shall review and comment on such periodic financial statements as are submitted to the National Executive Committee. He shall be responsible for oversight of the periodic audit, or professional review of the Fraternity's financial statements.
- E. **NATIONAL EXECUTIVE DIRECTOR:** The National Executive Director shall act as Chief Executive Officer and Administrator of The Fraternity. He shall serve as an ex-officio non-voting member of the National Executive Council and as National Secretary. He shall provide administrative oversight for all employees of The Fraternity, carry out all manner of programs for the benefit of The Fraternity and its chapters and colonies and carry out such other duties as are established in the Constitution, Bylaws, and Policies of The Fraternity. He shall be an employee of The Fraternity at the will of the National Executive Council.
- F. **VACANCIES:** In the event of a vacancy occurring in the office of National President prior to the expiration of his term, the National Vice-President shall become National President to serve until the next scheduled Conclave whereupon the delegates shall elect a new National President to serve an unexpired term. In the event that the National Vice-President is unable to become National President, the National Executive Council shall appoint a National President to serve until the next Conclave. Any other vacancy in a national elected office shall be filled by appointment by the National President and confirmed by the National Executive Council to serve an unexpired term. In the event there is no quorum at a scheduled Conclave, the remaining members of the National Executive Council will appoint and confirm any vacancies. The outgoing National President will chair the vote as an ex-officio.
- G. **REMOVAL:** Any National Officer may be removed by unanimous vote of the National Executive Council, with all but the officer who has been proposed for removal voting.

SECTION 5. JUDICIAL COUNCIL: To be comprised of not fewer than three (3) nor more than five (5) members to be appointed by the National President Appointed members serve two (2) year terms in conjunction with the term of the National President.

Any vacancies during the said period will be filled by appointment for the remainder of the term. The duties of this committee shall be:

- A. To interpret the provisions of the Constitution and Bylaws. The National Executive Council, any national officer, standing committee, collegiate or alumni chapter, chapter corporate board, or member shall have the right to make a written request for a ruling by the Judicial Council for interpretation of the Constitution or Bylaws or the legality thereunder of any action taken or proposed to be taken by any officer, committee, chapter, or member, including the National Executive Council. The ruling by the council shall be delivered in writing to the inquirer and to any officer, chapter, committee, or member concerned, and to the National Executive Council. Such rulings shall be binding.
- B. To serve as a reviewing body for any appeal by a member of his expulsion from The Fraternity or by any chapter of its charter withdrawal. Such appeal and review shall be limited to a determination of whether the provisions and protections of the Constitution and Bylaws of The Fraternity have been followed and accorded the member or chapter.

ARTICLE XII

WAIVER OF NOTICE

Whenever any notice is required under the provisions of the State of incorporation or under the provisions of the Articles of Incorporation or under the Constitution or Bylaws of The Fraternity, a waiver thereof in writing by the person, persons or entities entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

ARTICLE XIII

CONSTITUTION ADOPTION AND AMENDMENT

SECTION 1. NATIONAL CONCLAVE: Amendments may be proposed in writing by any member, chapter, or the National Executive Council not later than 180 days prior to a National Conclave. All chapters and alumni chapters shall be notified of the proposed amendment no later than one hundred fifty (150) days prior to the Conclave. A proposed amendment will then be regular business at the next National Conclaves for deliberation and vote. A two-thirds (2/3) vote in favor of the amendment will be required for final adoption.

SECTION 2. WRITTEN REQUEST: Amendments may be proposed in writing by any member, chapter, or the National Executive Council to be considered outside of Conclave. The National Executive Council must unanimously approve to accept the proposed amendment prior to its consideration. All chapters and alumni chapters shall be notified of the proposed amendment no later than one hundred fifty (150) days prior to an open forum being provided for all delegates to discuss. A proposed amendment will then be issued via mail or email ballot for a vote. A two-thirds (2/3) vote in favor of the amendment will be required for final adoption.

ARTICLE XIV

BYLAWS ADOPTION AND AMENDMENT

SECTION 1. NATIONAL CONCLAVE: Amendments may be proposed in writing by any member, chapter, or the National Executive Council not later than 180 days prior to a National Conclave. All chapters and alumni chapters shall be notified of the proposed amendment no later than one hundred fifty (150) days prior to the Conclave. A proposed amendment will then be regular business at the next National Conclaves for deliberation and vote. A two-thirds (2/3) vote in favor of the amendment will be required for final adoption.

SECTION 2. WRITTEN REQUEST: Amendments may be proposed in writing by any member, chapter, or the National Executive Council to be considered outside of Conclave. The National Executive Council must unanimously approve to accept the proposed amendment prior to its consideration. All chapters and alumni chapters shall be notified of the proposed amendment no later than one hundred fifty (150) days prior to an open forum being provided for all delegates to discuss. A proposed amendment will then be issued via mail or email ballot for a vote. A two-thirds (2/3) vote in favor of the amendment will be required for final adoption.

ARTICLE XV

PROHIBITION OF PECUNIARY PROFIT

No member of The Fraternity shall receive any pecuniary profit from The Fraternity except such compensations which may be allowed and provided by the National Executive Council for services actually rendered as an employee of The Fraternity.

THE FRATERNITY OF ALPHA KAPPA LAMBDA

BYLAWS

ARTICLE I

PURPOSE AND DEFINITIONS

SECTION 1. PURPOSE: The purpose of these Bylaws shall be to provide for the execution and implementation of the provisions of the Constitution of The Fraternity.

SECTION 2. DEFINITIONS: Where used herein, the following terms shall be defined as set forth below:

- A. The Fraternity - The Fraternity of Alpha Kappa Lambda, a not-for-profit corporation under the laws of the State of its incorporation chosen by the National Executive Council.
- B. The NEC - The National Executive Council.
- C. Executive Director - The National Executive Director, Chief Executive Officer of The Fraternity.
- D. Executive Office(s) - The National Office and Address of The Fraternity.
- E. National President, National Vice-President, National Secretary, National Vice President of Finance – The national officers of The Fraternity.
- F. Chapter - a collegiate chapter of The Fraternity as opposed to an alumni chapter which will be so-called herein.
- G. Conclave or The Conclave - The formal conclave of The Fraternity as required and defined in the Constitution.
- H. Alumni Corporations - The Corporate Board or sometimes referred to as Housing Corporation connected to an individual campus alumni base.
- I. The Constitution - The Constitution of The Fraternity of Alpha Kappa Lambda, a not-for-profit corporation under the laws of the State of its incorporation.
- J. Member(s) or membership - The members of The Fraternity as established in Article IX of the Constitution.

ARTICLE II

CHAPTERS AND COLONIES

SECTION 1. COLONIES: The Fraternity may at any time recognize as a colony a group of students at any institution as defined in Article VIII, Section 2 of The Constitution for the purpose of receiving a charter as a collegiate chapter of The Fraternity subject to policies and procedures established by the NEC. During the period of formation and colony status, a colony shall be granted the use of such recognition insignia as the NEC shall designate for such purposes. A colony shall have a voice, but no vote at Conclave nor by other ballots.

SECTION 2. PETITION FOR COLLEGIATE CHAPTERS: Upon attaining a membership number designated by the Executive Director a petition for the chartering of a chapter may be presented by any group of members of the student body of any educational institution within the definition of Article VIII, Section 1 of The Constitution. The petition shall be filed with the Executive Director at the Executive Offices in such form as he shall prescribe. The Executive Director shall submit such a petition to the NEC with a background report and his recommendations. A vote will occur in accordance with the provisions of Article VIII, Section 4 of The Constitution and Article VI, herein.

SECTION 3. INSTALLATION OF CHAPTERS: Installation of new chapters shall be conducted by the President or by such other National officer of The Fraternity as he shall direct. The installation shall be performed in accordance with the prescribed ceremony of The Fraternity.

SECTION 4. CHAPTER BYLAWS:

- A. **ENACTMENT, FILING, AND APPROVAL:** Each chapter shall be governed by chapter bylaws in a form as prescribed by the National Executive Council and approved by the Executive Director. Each chapter shall have on file in the Executive Offices at all times a current copy of its bylaws and any amendments will be filed with the Executive Offices within ten (10) days of enactment. The Executive Director may disapprove any bylaws provision or amendment that violates any provision of The Constitution, these Bylaws, The Fraternity's policies, any law or regulation, or otherwise is contrary to the goals and purposes of The Fraternity. If the chapter disagrees with any such disallowance, an appeal may be had to the Judicial Council submitted in writing but the disallowed provision shall be held in abeyance until the Judicial Council rules on the appeal.
- B. **REQUIRED CONTENT:** At a minimum, chapter bylaws shall contain the following provisions:

1. Provision for the election of a president, vice-president, secretary and treasurer to hold a twelve (12) month term of office.
2. Provision for a Fraternity Educator, Director of Academic Affairs, Recruitment Chair, Chaplain and Risk Management Officer who may be elected or appointed.
3. Each elected or appointed officer must be a duly initiated member of The Fraternity, must be enrolled full time as a student as defined by the host institution and must have at least the equivalent of an accumulated grade point average of 2.25 on a 4.0 system.

SECTION 5. RIGHTS AND DUTIES OF: The rights and duties of each chapter shall include, but are not limited to, the rights:

- A. To elect collegiate and honorary members meeting qualifications for membership established in Article III herein;
- B. To conduct chapter life in a manner which exhibits care and concern for the well-being of members, guests, the community and chapter property;
- C. To be at or above the all fraternity academic average at the host institution and to include academic programming as a regular part of chapter life;
- D. To maintain discipline among its members and to regulate the conduct of and attendance at collegiate chapter functions according to the spirit and principles of democracy;
- E. To be above the all fraternity chapter membership average or a minimum of twenty-five collegiate members whichever is greater and to have initiated at least ten men during each academic year, unless otherwise approved by the National Executive Council;
- F. To practice regular and proper use of the Ritual and a member development program which fully educates a man based upon the Five Ideals;
- G. To maintain a chapter house, when approved by the National Executive Council, for the boarding and lodging of its members, and to levy and collect dues, fees, and assessments for the maintenance thereof;
- H. To make such reports to the Executive Offices as required herein or by the policy of the National Executive Council and to remain current in all financial obligations to The Fraternity;
- I. To create and maintain an unincorporated entity for the purpose of filing tax work and hold a not-for-profit status (501(c)7 entity);

- J. To elect annually a Chapter Adviser submitted to the Executive Director for approval whose duties shall be to assist the chapter in meeting the basic Membership Standards and Chapter Operations and in upholding the standards of The Fraternity; and
- K. To elect delegates to the National Conclave and to propose questions for submission to a vote of the assembled delegates at the National Conclave.

SECTION 6. ALUMNI CORPORATIONS:

- A. **INCORPORATION AND BOARD OF DIRECTORS:** Each Alumni Corporation with the approval of the National Executive Council shall be legally formed, incorporated and maintained in good standing in accordance with the laws of the state in which the campus the alumni associated with is located. The Corporation's Board of Directors shall be constituted and elected as set forth in the Corporation's bylaws, but all corporate bylaws will provide at a minimum that all members of the Corporation will have the right to vote for the membership of the Board of Directors.
- B. **PURPOSE:** An Alumni Corporation shall constitute the legal entity for the conduct of business affairs and be the holder of title to any property or other assets available to support Alpha Kappa Lambda at a designated campus from time to time the Corporation may provide fiduciary advising to a chapter. Corporate Boards may hold property in trust as an agent of the National Headquarters remain legally incorporated in their state with the approval of the National Executive Council when no Alpha Kappa Lambda activities are currently occurring at the designated campus. They shall conduct business affairs as any Corporate Board, stay current with fraternal activities, rules and policies, and be prepared to assist the National Headquarters in reorganizing or reestablishing a chapter and provide support and direction.
- C. **GOVERNANCE:** The Corporation shall be governed by a Board of Directors and by bylaws which it shall adopt, a current set of which shall be on file in the Executive Offices at all times. Any amendment to the corporation bylaws shall be forwarded to the Executive Offices within five (5) days of its adoption. The Executive Director shall review all Corporation bylaws to see that they conform to all requirements of The Constitution, Bylaws, Policies, goals, and Ideals of The Fraternity, and do not violate any law, regulation or ordinance, or the rules and regulations of the host educational institution. If the Executive Director shall disallow any provision or amendment of the Corporation bylaws, an appeal may be made in writing to the Judicial Council. Pending a decision of the Judicial Council, the disallowed provision shall remain in abeyance.
- D. **MEMBERSHIP:** Bylaws of all chapter corporations shall provide that any alumni member of The Fraternity of Alpha Kappa Lambda initiated by the chapter at the designated campus and in good standing shall be eligible for membership. Provisions may be made to allow alumni members of Alpha Kappa Lambda from other campuses to be a member.

- E. **BOARD OF DIRECTORS:** The Alumni Corporation's Board of Directors shall be constituted and elected as set forth in the Corporation's bylaws, but all corporate bylaws will provide at a minimum that all members of the Corporation will have the right to vote for the membership of the Board of Directors.
- F. **VOTE AT CONCLAVE:** To be eligible to cast its vote at Conclave, a corporate board must meet at least two (2) times per year. Such meetings, by their dates, must have been held at least sixty (60) days apart. Each corporate board must submit annually a report in a form stipulated by the Executive Director. A report of the election of the Board of Directors must be filed in the Executive Offices postmarked within ten (10) days of the Annual Meeting of said corporation.

SECTION 7. ALUMNI CHAPTERS: The formation and chartering of alumni chapters shall be subject to the following:

- A. **CHARTERING:** An alumni chapter may be by any group of alumni members for the purpose of fostering brotherhood beyond collegiate membership, and supporting the ideals and growth of The Fraternity. Chartering requirements shall consist of:
1. The writing and acceptance of a formal constitution and/or bylaws by its members;
 2. The filing of a petition and a copy of the said constitution and/or bylaws with the Executive Offices of The Fraternity for approval by the National Executive Council;
 3. Notification by the Executive Offices, within ten (10) days of approval, in writing, of all other chapters and alumni chapters of the chartering of that alumni chapter.
- B. **MEMBERSHIP:** An alumnus of The Fraternity may join any alumni chapter. This membership in no way affects the member's affiliation with his chapter of initiation.
- C. **NAME:** Each alumni chapter shall be known by the chosen name as approved by the NEC.
- D. **VOTE AT CONCLAVE:** To be eligible to cast its vote at Conclave, an alumni chapter must meet at least two (2) times per year. Such meetings, by their dates, must have been held at least sixty (60) days apart. Each alumni chapter must submit annually a report in a form stipulated by the Executive Director. A report of the election of the Board of Directors must be filed in the Executive Offices postmarked within ten (10) days of the Annual Meeting of said chapter. In addition, an alumni chapter must have paid the annual fee to The Fraternity as stipulated in Article IV, Section 7 herein.

SECTION 8. SUSPENSION OF A CHAPTER:

A. GROUNDS:

1. A chapter or alumni chapter may be suspended by the Executive Director or by majority vote of the NEC for any good and sufficient cause found, including but not limited to failure to comply with The Constitution, Bylaws and Policies of The Fraternity, failure to fulfill mandatory duties or financial obligations required by The Fraternity, violation of national, state or local statutes, ordinances or regulations or host institution code of regulations, or conduct not in keeping with the purposes of The Fraternity or otherwise likely to bring discredit or disrepute upon The Fraternity.
2. Additionally, a chapter which becomes sixty (60) days delinquent in its payments to the Executive Office shall suffer a mandatory suspension. If the chapter remains delinquent after thirty (30) days the National Executive Council may take whatever additional actions it feels necessary, subject to the other provisions of this Article.

B. NOTICE AND EFFECTS:

1. The Executive Director shall notify a chapter or alumni chapter within ten (10) days of an order of suspension, in writing, setting forth the reason or reasons for the action. A copy of the notice shall be sent at the same time to all other chapters and Alumni chapters of The Fraternity.
2. The order shall set forth what privileges or functions of the chapter or alumni chapter are to be affected by the suspension. A chapter may be placed under direct supervision of the Executive Director.
3. A suspended chapter or alumni chapter shall have no voting rights in any ballot or at Conclave although a suspended chapter or alumni chapter may attend and have a voice at the Conclave.

- C. **REINSTATEMENT:** A chapter or alumni chapter may be reinstated from suspension by the Executive Director, by a majority vote of the NEC or a majority of the Conclave.

SECTION 9. WITHDRAWAL OF THE CHARTER:

- A. **NOTICE:** A chapter's or alumni chapter's charter may be withdrawn, as set forth in Article VIII, Section 4 of The Constitution. However, no charter of a chapter or alumni chapter shall be withdrawn if the chapter or alumni chapter has not first been suspended and given a fair opportunity to correct delinquencies or failings, unless there exist conditions of a nature or severity that would not be amenable to correction and would, of their nature, require charter withdrawal. A chapter or alumni chapter shall be notified in writing upon such a determination and, in any event, the chapter or alumni chapter must have been given written notice at least thirty (30) days prior

to any meeting of the NEC or a Conclave at which a motion to withdraw its charter is to be put forward and the reasons for the motion.

- B. VOLUNTARY WITHDRAWAL: A chapter or alumni chapter may request in writing that its charter be withdrawn upon two-thirds (2/3) affirmative vote of the collegiate membership of the chapter or a majority of the membership of record of an alumni chapter present at a duly called meeting as defined in the Bylaws and Policies of the Fraternity. Such request shall state the reasons and be submitted to the Executive Director at the Executive Offices. He shall submit the request to the National Executive Council which may only approve the request by a unanimous vote. All chapters and alumni chapters shall be notified by the Executive Director within ten (10) days of such final approval by the NEC.
- C. EFFECTS: Upon withdrawal of its charter, a chapter or alumni chapter shall cease use of the name, insignia and rituals of The Fraternity and promptly surrender all Fraternity materials, supplies, insignia, and equipment to the Executive Offices. Notification will be provided the host institution (if applicable) that the charter will be held in trust until The Fraternity deems it appropriate to reinstate the charter. Withdrawal of the charter of a chapter shall not affect the rights or membership in The Fraternity of alumni members of the chapter. Collegiate and associate members of such a chapter shall immediately be transferred to alumni membership in The Fraternity unless a determination of expulsion is considered necessary or appropriate by the Executive Director and is acted upon by the National Executive Council.
- D. TRANSFER OF PROPERTY: Immediately upon withdrawal of the charter of a chapter, all property, including the charter, associated with the rights granted under that charter shall revert to the Executive Offices. The chapter and the Alumni Corporation associated with the campus shall promptly wind up its affairs. All real and personal property remaining after the chapter and the corporation have settled their respective liabilities and indebtedness shall be transferred to The Fraternity, to be held in trust for a period of five (5) years, during which time The Fraternity will use those funds solely for the purpose of promoting the re-establishment of a chapter at that host institution. If those efforts are not successful, at the end of the five (5) year period, upon the unanimous approval of the National Executive Council, The Fraternity may use the remaining funds for other Fraternity related business.
1. The National Executive Council at the time of asset transfer to the Fraternity may issue a binding directive for management and long-term holding of funds past the designated five (5) years.
 2. Assets held in trust may be invested in accordance with The Fraternity's investment policy. Any interest generated will be the Fraternity's income.
 3. Asset agreements in place prior to the adoption of these governing documents will remain in force.

ARTICLE III

MEMBERS

SECTION 1. PROPOSAL FOR MEMBERSHIP: Any member of The Fraternity may propose for membership any man having the qualifications set forth in The Constitution and these Bylaws.

SECTION 2. QUALIFICATIONS: No undergraduate shall be admitted to membership in The Fraternity who has not met the following qualifications:

- A. Is of exemplary character and high moral standards;
- B. Is a full-time student as defined by the host institution;
- C. Has a grade point average equivalent to that required by the national affiliation standards and the standards of the chapter's respective campus. At no time shall this be less than 2.0 on a 4.0 scale;
- D. Has demonstrated financial responsibility and the ability and willingness to discharge his financial obligations to The Fraternity and others;
- E. Has completed The Fraternity's prescribed membership entrance program;
- F. Has paid to the Executive Offices of The Fraternity the initiation fee established at that time in accordance with these Bylaws and the actions of the NEC and The Conclave;
- G. Has received a confirmatory vote of at least the majority of the chapter collegiate membership or approved recruitment committee as set in the statement of policy;
- H. Has participated in the regular initiation ceremony of The Fraternity after having met all of the other requirements set forth above.

SECTION 3. CERTIFICATION: The Executive Director may authorize registration of initiation of a member upon certification from a chapter that the candidate has met all of the qualifications set forth in Section 2 hereinabove.

SECTION 4. EVIDENCES OF MEMBERSHIP:

- A. **CERTIFICATE OF MEMBERSHIP:** Upon initiation into The Fraternity, a certificate executed by the National President and Executive Director bearing The Fraternity's seal shall be issued and presented to each member.

- B. **MEMBERSHIP RECORD:** Upon initiation into The Fraternity, a membership number shall be issued in the member's name. Such membership identification shall be consecutively numbered within each collegiate chapter and the name and address of each member, together with the date of initiation of the member, shall be entered into the records of The Fraternity.
- C. **COAT OF ARMS RECOGNITION BUTTON:** Upon initiation into The Fraternity, a coat of arms recognition button shall be presented to each member.
- D. **INSIGNIA:** Upon initiation into The Fraternity, a regulation, gold clad, plain insignia badge shall be presented to each member. At the member's option, and at a suitable additional fee, as determined by the Executive Office, an initiate may substitute a regulation crown pearl badge with chapter guard, or such other alternative regulation badges as may be available.
- E. **THE LOGOS:** Upon initiation into The Fraternity, a member shall receive a lifetime subscription to The Logos, the official publication of The Fraternity.

SECTION 5. VOTING RIGHTS: Each collegiate member not under suspension shall be entitled to vote on any matter brought before the chapter with which he is affiliated including a vote to elect delegates to The Conclave.

SECTION 6. SUSPENSION OF A MEMBER:

- A. **GENERALLY:** A collegiate member may be suspended for any good and sufficient cause found by a two thirds (2/3) vote of his chapter's collegiate members for a period not to exceed one hundred-twenty (120) days, or for an indefinite period where expulsion procedures have been commenced. The Executive Director may reverse any suspension brought to the National Office on appeal by a suspended member. In addition to any other cause, failure to discharge financial obligations to the chapter or The Fraternity may be a basis for suspension. The Executive Director may suspend a member when the chapter is suspended. A member may appeal this action to the Judicial Council.
- B. **ACADEMICS:** A collegiate member whose grade point average is below 2.0 on a 4.0 scale or equivalent, for two (2) consecutive terms will be suspended for the following academic term.
- C. **EFFECTS:** A suspended member shall lose his voting privileges and such other membership rights and privileges as may be determined by policies of the chapter as approved by the Corporate Board. A suspended member does not, however, lose the right to wear the insignia of The Fraternity, nor is his obligation for payment of membership dues affected by the suspension.

- D. **TERMINATION:** A suspension shall terminate upon completion of a time period established in the vote for suspension, upon a two-thirds (2/3) favorable vote by the collegiate members of the chapter to terminate the suspension or by the Executive Director.
- E. **NOTICE TO EXECUTIVE OFFICES:** Any suspension of a member shall be reported to the Executive Offices in writing stating the reason or reasons for the suspension within five (5) days of any vote to suspend. If the suspension is terminated, notice of the termination shall be furnished in writing to the Executive Offices within two (2) days of the termination.

SECTION 7. EXPULSION:

- A. **GENERALLY:** A Member of any class may be expelled for good and sufficient cause determined as follows:
1. **COLLEGIATE MEMBERS:** A collegiate member may be expelled for good and sufficient cause found by a two-thirds (2/3) vote of the collegiate membership of his chapter. A confirmation by an approved alumnus representative of the process is required where applicable. The expulsion form and chapter minutes must be promptly forwarded to the National Office. The Executive Director shall approve or deny the expulsion based on whether such expulsion was made for good and sufficient cause and due process was afforded. The Executive Director shall notify the chapter and the expelled member of the Executive Director's approval or denial of the expulsion and the reasons for any denial. Expulsion proceedings that have not been completed within sixty (60) days from chapter vote shall be deemed terminated. (This period does not include the thirty (30) day period of the appeal as described in paragraph B. of this Section.)
 2. **NEWLY INITIATED MEMBERS:** A collegiate member may request release from the Fraternity within one hundred sixty (160) days of joining the Fraternity if he has determined it is not a good fit. Jewelry must be returned and all financial obligations must be met before being released. The Executive Director will expel the member.
 3. **OTHER MEMBERS:** Members of any other class of membership may be expelled upon the finding of good and sufficient cause by the NEC. A recommendation of expulsion may be made to the Executive Offices for investigation. Within thirty (30) days of the receipt of said request, the Executive Director will communicate to the Member proposed for expulsion a notice of investigation including the details of the investigation request from the local chapter or board, and give said member fifteen (15) days to respond to the Executive Offices. Within ninety (90) days of the receipt of the request to expel the member, the Executive Director shall submit a report of his findings, including any statements or additional information

submitted by the member in question, to the NEC. Said report may, but need not, include a recommendation to expel the Member. Upon receipt of the report, a motion by the NEC to expel the Member will be in order, and must pass a two thirds (2/3) vote to take effect.

- B. **APPEAL:** An Expulsion may be appealed to the Judicial Council of the Fraternity for review of due process and procedures. Any appeal must be filed in writing with the Executive Offices within thirty (30) days of issuance of notice to the member.
- C. **EFFECTS:** A member who is expelled from The Fraternity shall lose all membership rights and privileges as set forth in the National Constitution and Bylaws of The Fraternity of Alpha Kappa Lambda. All printed materials relative to The Fraternity and all official jewelry are to be returned to the Executive Offices.
- D. **REINSTATEMENT:** The expelled member may petition the National Executive Council for reinstatement of membership in accordance with requirements and procedures as contained in the Policies of the Fraternity. If the NEC finds that the expelled member's conduct and attitude justify reinstatement, upon majority vote it may reinstate him to the privileges of membership. All outstanding financial obligations must be met before the action is taken. A reinstatement fee of one hundred dollars (\$100.00) shall be charged.

SECTION 8. DISAFFILIATION: A man who begins the entry process into the Fraternity, but does not complete the requirements for initiation, will be disaffiliated after fourteen (14) days unless otherwise determined by the Executive Director. No refunds will be provided.

SECTION 9. PROHIBITION ON OTHER MEMBERSHIP: No member of The Fraternity shall become a member of any other national undergraduate collegiate fraternity.

ARTICLE IV

DUES AND FEES

SECTION 1. MEMBERSHIP FEE:

- A. A one-time Membership Fee, proposed by favorable majority vote by the NEC, upon advice of the Executive Director, shall be collected by the appropriate chapter officers from each new pledge at the time of affiliation and mailed to the Executive Offices, along with a Pledge Record for each new pledge, in a form prescribed by the Executive Director, postmarked within thirty (30) days of joining. A portion of this fee may be required to be immediately paid upon joining.

- B. An Initiation Report for each new candidate, in a form prescribed by the Executive Director, shall be submitted to the Executive Offices, within twenty-four (24) hours of initiation.

No candidate may be initiated without prior payment of the Membership Fee or determined portion to the Executive Offices of the Fraternity.

- C. HONORARY MEMBERS: A chapter shall pay a one-time initiation fee of an amount proposed by favorable majority vote by the NEC, upon advice of the Executive Director, and ratified by a majority vote of the delegates at the National Conclave for each honorary initiate, due and payable to The Fraternity at its Executive Offices within twenty-four (24) hours of the initiation.

SECTION 2. SEMESTER DUES: Semester dues for collegiate members, proposed by favorable majority vote by the NEC, upon advice of the Executive Director, shall be paid by each collegiate member attending the host academic institution and shall be collected by the chapter Vice President of Finance on a semester basis as applicable with equal installments due and payable to The Fraternity at its Executive Offices within fourteen (14) days after the start of each academic term.

SECTION 3. LIABILITY INSURANCE FEE: Collegiate chapters shall be billed for prorated premiums each semester, based on the number of members on the chapter roll on August 15th and January 15th to meet coverage as required in Article II, Section 6. A. herein.

SECTION 4. CONCLAVE/MEETING FEE: Each chapter and colony shall pay to the Fraternity's Executive Offices on or before May 1 each year a Conclave / Meeting Fee, the amount of which shall be determined no later than February 1 by the National Executive Council.

SECTION 5. FINES: A fine in an amount determined at the same time dues and fees each year by the National Executive Council may be assessed to a chapter at each occurrence of the following made payable to The Fraternity:

A. **GENERALLY:**

1. Failure to complete reports and communicate within the time prescribed to the National Office;
2. Failure to complete required programming within the time prescribed;
3. Failure to provide chapter bylaws or financial or other reports as may be required by these Bylaws, NEC policies or the Executive Offices, within the time prescribed.

4. Failure to pay invoices within the time prescribed. The fine will occur in the form of an interest fee.

B. WAIVER OF FINES: The Executive Director is authorized to waive any fine imposed under this Section.

SECTION 6. FINANCIAL OBLIGATIONS OF ALUMNI MEMBERS:

A. ALUMNI MEMBERS OF NATIONAL ALPHA KAPPA LAMBDA FRATERNITY: Alumni members of National Alpha Kappa Lambda Fraternity shall assume membership into The Fraternity without the requirement of an initiation fee.

B. ALUMNI MEMBERS OF OTHER PREDECESSOR ORGANIZATIONS: Alumni members of other predecessor organizations may become alumni members of The Fraternity, if they are initiated by the chapter and pay such fees as may be prescribed by the National Executive Council.

C. ALUMNI DUES: The NEC may determine from time to time the amount of voluntary alumni dues that will be solicited from alumni members. Such dues shall be in addition to any dues which may be imposed by any of the collegiate or alumni chapters and shall be paid directly to The Fraternity at its Executive Offices.

SECTION 7. ALUMNI CHAPTER FEES: Each alumni chapter shall pay an annual fee, as proposed by favorable majority vote by the NEC and ratified by a majority vote of the delegates at the National Conclave. This fee shall be paid to The Fraternity due not later than the 1st day of June each year.

ARTICLE V **GOVERNANCE**

SECTION 1. CONCLAVE:

A. PROXIES AND RULES: Proxies are allowed for quorum and vote at Conclave. All proxies must be approved by the National Executive Council at least fifteen (15) days prior to Conclave in a three-fourths (3/4) vote to approve. Otherwise, the Conclave shall be conducted in accordance with and governed by Robert's Rules of Order, Newly Revised.

B. CONCLAVE EXPENSES: The expenses of the National Conclave, shall be paid from the Conclave/Meeting Fee as specified in Article IV, Section 5 herein and via Conclave participant registrations. Said expenses shall include but not be limited to the following:

1. Authorized expenses of the national officers;
2. Rental for Conclave quarters;
3. Budgeted program expenses;
4. Incidental expenses voted by the National Conclave or by the NEC.

C. **NOTICE OF MEETING:** Notice of The National Conclave shall be attempted to be delivered to each member, chapter and alumni chapter of The Fraternity not less than thirty (30) days before the date of such Conclave via a prescribed communications practice as set forth in the Policies of the Fraternity.

SECTION 2. NATIONAL EXECUTIVE COUNCIL

A. GENERALLY:

1. **DUTIES AND QUALIFICATIONS:** The affairs of The Fraternity shall be guided by the National Executive Council, nine (9) in number, consisting of the National President, National Vice-President, National Vice President of Finance, all of whom shall be elected at National Conclave, and one (1) collegiate member which will be elected each January by a manner prescribed by the National Executive Council, one (1) alumni corporation member elected at National Conclave and the other undergraduate member will be elected in the off-year by mail ballot, and four (4) alumni or honorary members – two (2) elected at Conclave and two (2) appointed by the National President with the approval of the members of the NEC serving at the time.

The immediate Past National President, Executive Director, the National Chaplain and the National Director of Academic Affairs shall be ex-officio, non-voting members of the National Executive Council. In the event the immediate Past National President is unavailable to remain on the Council, the position shall remain vacant.

2. **COLLEGIATE MEMBERS:** Undergraduate members from the same chapter may succeed each other as collegiate members of the NEC, however, an undergraduate member may serve two terms. No collegiate member of a suspended chapter may run for a collegiate position of the NEC.
3. **EMPLOYEES:** No employee of The Fraternity may serve on the NEC for a period of three (3) years following the termination of his employment.

B. TERMS OF OFFICE:

1. **GENERALLY:** The members of the NEC shall serve until the expiration date of their respective terms or until the next National Conclave coinciding with the expiration of their term, at which time the voting delegates will elect replacements for elected members and the National President shall appoint replacements for appointed members with the approval of the members of the NEC serving at the time. Each member's term of office shall begin immediately following the adjournment of the Conclave at which he was elected or appointed and end with the adjournment of the Conclave coinciding with the last year of his elected or appointed term.
2. **OFFICERS:** The officers, except secretary, shall be elected for a term of two (2) years by a majority vote of the National Conclave, held in each even-numbered year, the said term of offices beginning immediately following the adjournment of the Conclave at which each officer was elected.
3. **GENERAL ALUMNI MEMBERS:** General Alumni members shall serve a term of four (4) years on the NEC, one being elected at each Conclave and in non-Conclave years one being appointed by the National President with the approval of the members of the NEC serving at the time.
4. **ALUMNI CORPORATION MEMBER:** The Alumni Corporation representative shall serve a term of two (2) years on the National Executive Council. The representative will be elected at the National Conclave by majority vote of the Alumni Corporations present and eligible to vote. The elected representative must resign from his local alumni corporation position for the term of office if he currently holds an office.
5. **COLLEGIATE MEMBERS:** The Collegiate member shall be elected to serve a term of one (1) year on the NEC. The position will be filled as follows; He will be elected by a mail ballot or at an Officer's Academy each year by January 31st of that year. Said elections will be conducted by such procedures as are established by the NEC. To be a candidate for election, a collegiate member of the Fraternity must meet the qualifications set out in Article V, Section 2, Paragraph A (2), and must certify that, completing a standard number of class hours each academic period, he expects to remain an undergraduate at the host institution for the entire year for which he was elected.

C. **VACANCIES:**

1. **APPOINTED MEMBERS:** Any vacancy occurring among the appointed alumni or honorary members of the NEC shall be filled by appointment of the President with the approval of the members of the NEC serving at the time.
2. **COLLEGIATE MEMBERS:** Any vacancy occurring among the elected collegiate members of the NEC shall be filled by appointment by the President with the approval of the NEC and by majority vote of the collegiate chapters; each collegiate chapter receiving one (1) collective vote, said vote to be cast postmarked within

ten (10) days of receipt of notice. Non-response shall be a vote in favor of ratification of the appointment. Collegiate chapters under suspension shall not have a vote.

3. BALANCE OF TERM: Any member appointed to a vacancy on the NEC shall serve the remainder of the term of his predecessor in office.

- D. REMOVAL OF MEMBERS: Any appointed member or collegiate member of the NEC may be removed from office by the unanimous vote of the remaining members of the NEC to do so. National officers may be removed as provided in Article XI, SECTION 4, G of The Constitution.

- E. COMPENSATION: Members of the NEC shall not receive fees for their services, but by resolution of the NEC may receive reimbursement for appropriate expenses to attend any regular or special meeting of the NEC. Expenses of the collegiate members of the NEC to attend any regular or special meeting of the NEC may be reimbursed.

- F. MEETINGS: Meetings of the NEC shall be held at least twice per year at times and places designated by the NEC. Special meetings of the NEC may be held at times and places designated by call of the President. Such special meetings may be conducted by telephone conference so long as such meeting is conducted in a fashion in which all members of the NEC, and any other relevant or necessary participants, may all hear each other at the same time.

- G. NOTIFICATION: Written notification of meetings of the NEC, whether regular, special or telephonic, shall be given at least seven (7) days previous thereto. Such notification may be delivered personally or be sent via a prescribed communications practice as set forth in the Policies of the Fraternity.

- H. QUORUM: A majority of the members of the NEC shall constitute a quorum for the transaction of business at any meeting. A majority of those present may recess the meeting from time to time without further notice. The act of a majority of the members present at a meeting of the NEC at which a quorum is present shall be the act of the NEC.

- I. WAIVERS AND CONSENTS: Any member of the NEC may waive notice of any meeting and his attendance at any meeting of the NEC shall constitute a waiver of notice of such meeting, except where the member's attendance is for the sole purpose of objecting to the transaction of any business because the meeting has not been lawfully called. If all NEC members severally or collectively consent in writing to any action to be taken by the NEC, such consents shall have the same force and effect as a unanimous vote of the members at a meeting duly held, and may be stated as such in any certificates or documents filed. The Secretary shall file all such consents with the minutes of the next meeting of the NEC.

SECTION 3. OFFICERS:

- A. **GENERALLY:** The officers of The Fraternity shall consist of a National President, a National Vice-President, a National Secretary, and a National Vice President of Finance.
1. **QUALIFICATIONS:** Only alumni members of The Fraternity may serve as officers. To be eligible for election as National President, a candidate must have served as a member of the National Executive Council for a minimum of two (2) years. To be eligible for election as Vice-President, a candidate must have served as a member of the NEC for a minimum of one (1) year.
 2. **EXECUTIVE DIRECTOR:** The Executive Director shall serve as National Secretary and be an ex-officio, non-voting member of the NEC.
 3. **VACANCIES:** Any vacancy in a national office shall be filled as provided in Article XI, Section 4, F of The Constitution.
 4. **DUTIES:** Officers shall have those duties established in The Constitution, elsewhere in these Bylaws or in the Policies of The Fraternity.

SECTION 4. NATIONAL CHAPLAIN: The National President shall appoint a National Chaplain for The Fraternity who shall serve as an ex-officio, non-voting member of the NEC and who shall monitor the adherence of chapters to the fundamental Ideals of The Fraternity, promote excellence in performance of rituals and ceremonies of The Fraternity and provide guidance to the chapters in promoting religious activities.

SECTION 5. DIRECTOR OF ACADEMIC AFFAIRS: The National President may appoint a Director of Academic Affairs for the Fraternity who shall be an ex-officio, non-voting member of the NEC and who shall advise the NEC in support of and acknowledgment of scholastic achievement, coordinate academic standards with host institutions and otherwise further The Fraternity's goal of academic excellence.

SECTION 6. NATIONAL COUNSEL: The NEC may appoint a National Counsel to provide legal advice to The Fraternity and review the contracts, agreements and other legal documents of The Fraternity as needed. He shall be compensated for his services in amounts agreed upon between himself and the NEC for such services.

SECTION 7. NATIONAL STANDING COMMITTEES:

- A. **BUDGET AND FINANCE COMMITTEE:** To be comprised of not fewer than three (3) nor more than five (5) members to be appointed by the National President, including the National Vice President of Finance who shall act as chairman. This committee

shall work with the Executive Director to submit annually to the NEC a proposed budget for the operations of The Fraternity.

- B. **BYLAWS REVIEW AND REVISION COMMITTEE:** This committee shall be comprised of three alumni members of The Fraternity appointed by the National President and confirmed by the National Executive Council. The National President, the Executive Director, and the senior collegiate member of the NEC will serve as ex-officio members of the committee. Each appointed member serves a two (2) year term in conjunction with the President's term. This committee will review proposed amendments, determine the impact on the operations of The Fraternity, implementation of the amendment, and relation to existing Bylaws, Policies and guidelines. The committee will provide its recommendation to the Conclave on acceptance of the proposal and state the rationale of its decision.

ARTICLE VI

VOTING

SECTION 1. AT CONCLAVE:

- A. **CHAPTERS:** Except as hereinafter provided, each chapter, not under suspension and current in its obligations to The Fraternity, shall have three (3) votes at Conclave.
1. **UNDERGRADUATE DELEGATES:** Two (2) votes shall be cast by voting delegates elected or appointed to such responsibility by the chapter they represent (otherwise known as the chapter delegation), each voting delegate casting one vote.
 2. **ALUMNI CORPORATION DELEGATE:** One (1) vote shall be cast by an official delegate of the Alumni Corporation of each campus on any matter presented for action at The Conclave with the exception of the election of undergraduate members of the National Executive Council. The Alumni Corporation delegate shall be someone other than an official collegiate delegate or a member of the NEC and shall be elected or appointed for such responsibility by the respective corporate board. To qualify for a vote in any mail ballot or at Conclave, a corporate board must have met the meeting and reporting requirements as listed in Article II, Section 6,E herein.
- B. **ALUMNI CHAPTERS:** Each alumni chapter of The Fraternity shall have one (1) vote, which may be cast on any matter presented for action at the Conclave with the exception of the election of undergraduate members of the National Executive Council. To qualify for a vote in any mail ballot or at Conclave, an alumni chapter must have met the meeting and reporting obligations required in Article II, Section 7 herein and paid its annual fee as required in Article IV, Section 8 herein.

- C. **NEC**: Each member of the National Executive Council (whether elected or appointed) shall have one vote, which may be cast on any matter presented for action at the Conclave with the exception of the election of undergraduate members of the National Executive Council. Ex-officio, non-voting members of the NEC are included within this provision with the exception of the Executive Director/National Secretary.

SECTION 2. COMMUNICATION, BALLOTS AND OTHER SPECIAL PROVISIONS:

- A. **BALLOTS**: Whenever a ballot is called for, each alumni chapter shall have one (1) vote and each collegiate chapter, not under suspension, shall have one (1) vote, and each alumni corporation representing an active campus operation, shall have one (1) vote per campus. When a ballot is conducted outside of Conclave, a non-response by any chapter entitled to vote shall be deemed a vote in favor of the motion. A non-response occurs whenever a response has not been received as of the deadline for the ballot as set forth in the call for voting. Unless otherwise provided in The Constitution or these Bylaws, a majority vote will pass any motion presented at Conclave or by other approved ballot.
- B. **COMMUNICATION**: The National Executive Council will set policy for acceptable communication in announcing ballots, meetings or other business of the Fraternity. This includes the timeframe, mechanism and process unless otherwise specified in the Constitution and Bylaws.

ARTICLE VII

CONTRACTS, LOANS, CHECKS AND DEPOSITS

SECTION 1. CONTRACTS: Contracts for the purchase of property, goods or services on behalf of The Fraternity shall be authorized specifically or by class by resolution of the NEC. The Executive Director may be authorized to contract for such property, goods or services as are customary in the administration of The Fraternity, provided the costs for such property, goods or services are in accordance with a previously approved budget.

SECTION 2. LOANS: No loans shall be contracted on behalf of The Fraternity, and no evidence of indebtedness shall be issued in its name unless authorized by resolution of the NEC. Such authority may be general or specific.

SECTION 3. CHECKS AND DRAFTS: All checks, drafts or other orders for the payment of money, notes or other evidence of indebtedness issued in the name of The

Fraternity shall be signed by such officer or officers, or agent of The Fraternity, and in such manner as shall be determined from time to time by resolution of the NEC.

SECTION 4. DEPOSITS: All funds of The Fraternity not otherwise employed shall be deposited from time to time to the credit of The Fraternity in such banks, trust companies or other depositories as the NEC may select.

ARTICLE VIII

INDEMNIFICATION OF OFFICERS AND DIRECTORS AGAINST LIABILITIES AND EXPENSES IN ACTIONS;

Each Executive Director or former Executive Director, or each officer or former officer of The Fraternity, or each member of the NEC or former member of the NEC, shall be indemnified by The Fraternity against liabilities, expenses, counsel fees, and costs reasonably incurred by him or his estate in connection with or arising out of any action, suit, proceeding, or claim in which he is made a party by reason of his being or having been such Executive Director, officer or member of the NEC. The Fraternity shall not indemnify such person with respect to any matters as to which he shall be finally adjudged in any such action, suit or proceeding to have been liable for negligence or misconduct in the performance of his duties.

The indemnification herein provided for shall apply in respect to any amount paid in compromise of any such action, suit, proceeding or claim asserted against such person (including expenses, counsel fees, and costs reasonably incurred in connection therewith), provided that the NEC shall have first approved such proposed compromise settlement and the person involved shall not be qualified to vote thereon. If for this reason a quorum of the NEC cannot be obtained to vote on such a matter, it shall be determined by the Judicial Council of The Fraternity.

In determining whether or not such person was guilty of negligence or misconduct in relation to any such matters, the NEC or a Judicial Council may rely conclusively upon an opinion of independent legal counsel selected by the NEC or Judicial Council. Any compromise settlement authorized herein shall not be effective until submitted to and approved by a court of competent jurisdiction. The right to indemnification herein provided shall not be exclusive of any other rights to which such person may be lawfully entitled.

ARTICLE IX

FISCAL YEAR, BOOKS AND RECORDS, AND AUDITS

SECTION 1. FISCAL YEAR: The fiscal year of the corporation shall begin on the first day of July of each year, and end on the 30th day of June of the following year.

SECTION 2. BOOKS AND RECORDS: The Fraternity shall keep correct and complete books and records of account, and shall also keep minutes of the proceedings of the National Conclave, and the NEC. All books and records of The Fraternity may be inspected by any member, or his agent or attorney for any proper purpose at any reasonable time. Biennial external audits or professional review of all financial records and statements shall be made for those fiscal years immediately preceding Conclaves. Waiver of this audit, or review requires a two-thirds (2/3) majority vote of the National Executive Council. A written report will be submitted to each chapter and alumni chapter as soon as possible after the close of a fiscal year. A summary shall be given by the National Vice President of Finance during the Conclave.

SECTION 3. CHAPTER REPORTS: Each chapter shall prepare an annual financial report which shall be submitted to the Executive Offices within thirty (30) days of the close of the chapter's fiscal year. The report must include all information necessary for a determination of the financial status of the chapter including the Corporate Board.

THE FRATERNITY OF ALPHA KAPPA LAMBDA

STANDING RULES

(As adopted by the National Executive Council)

ARTICLE I

EQUIPMENT AND SUPPLIES

SECTION 1. ALUMNI CHAPTERS: The following supplies are issued without charge to each Alumni Chapter at the time of installation:

- Constitution, Bylaws, Standing Rules, Statements of Policy (latest edition)
- Alumni Chapter Operations Manual
- Ritual Book
- Current Alpha Kappa Lambda pamphlets
- Alumni Chapter Charter

SECTION 2. COLLEGIATE COLONIES: The following supplies shall be issued without charge to each colony at the time of colony pledging:

- Constitution, Bylaws, Standing Rules, Statements of Policy (latest edition)
- Operational Manuals
- The Truth and the Word (one for each colony member)
- Ritual (Given to initiated members only)
- Badges (Given to initiated members only)

SECTION 3. COLLEGIATE CHAPTERS: The following supplies shall be issued without additional charge to each collegiate chapter at the time of chartering and upon receipt of the chartering fee:

- King James Version of The Bible
- Chapter Charter
- Official Hoods (10)
- Fellow Pilgrim Robe and Stole
- Chaplain Robe
- Acolyte Robe
- Altar Cloth (2)
- Ritual Instruction Digital Media Links
- Footlocker for Regalia
- The Truth and the Word (one for each chapter member)
- Ritual (Given to initiated members only)
- Badges (Given to initiated members only)

SECTION 4. EQUIPMENT AND SUPPLIES FOLLOWING INSTALLATION: Each Alumni and Collegiate Chapter shall maintain all equipment and supplies provided at the time of installation and shall purchase replacement items for Ritual as needed.

SECTION 5. MEMBERS: Every member of the Fraternity of Alpha Kappa Lambda must have his own personal copy of The Truth and the Word.

SECTION 6. MEMBERS OF THE NATIONAL EXECUTIVE COUNCIL: Officers and members of the NEC shall be issued fraternity publications and supplies as designated by the Council.

ARTICLE II

CHAPTER AND OFFICER REPORTS AND FEES

SECTION 1. GENERAL REQUIREMENTS: All officers reports shall be filed in accordance with the current reports due calendar. All information requested on the report form must be supplied. The officer reporting shall retain a copy for his files. National Dues will be billed by the National Headquarters based upon the reported information in the database at the time of billing. Membership Fees are billed to the chapter and member at time of reporting.

SECTION 2. FINES: Chapter officers are personally responsible for any fines incurred by:

A. Failure to file the required reports on or before the due date without written permission for late filing.

B. Failure to pay the required fees on or before the due date.

Such fines shall be made payable to "The Fraternity of Alpha Kappa Lambda" and sent to the National Headquarters by the chapter treasurer whose responsibility it shall be to collect the money from the officer fined. If the office is vacant, the Executive Committee is responsible for the fine. All fines will be in accordance with the current reports due calendar.

SECTION 3. CHAPTERS DELINQUENT IN PAYMENTS: A chapter which becomes delinquent in its payments to the National Headquarters shall receive notice from the Executive Director of a mandatory suspension until the debt has been cleared. Failure to address the delinquency will result in the National Executive Council taking whatever additional action it feels necessary, subject to the National Constitution and

Bylaws. A monthly service charge determined by the National Executive Council annually will be charged to accounts becoming past due.

SECTION 4. COLLECTION AND REMITTANCE OF MEMBERSHIP FEE: The individual candidate is responsible for the remittance of fees payable within the prescribed time of said billing of these fees. These fees are billed directly by a financial services provider and should be paid to that provider, not the chapter. The chapter is responsible for the payment as a chapter expense for any member fees not paid by individuals. In addition, fines will be assessed for late fee payments on an individual member basis.

SECTION 5. NATIONAL EXECUTIVE COUNCIL: With the assistance of the National Headquarters staff a biennial report covering all aspects of Fraternity operations shall be submitted by the National Executive Council to each Conclave.

SECTION 6. EXPENSE VOUCHERS: Expense vouchers must be submitted for reimbursement within thirty days of any expenditure or receipt of bill, or expenses will not be paid. Expense vouchers for required visits will not be approved until the report of the visit has been received by the National Headquarters.

ARTICLE III **INSURANCE**

SECTION 1. LIABILITY INSURANCE: The Fraternity of Alpha Kappa Lambda shall maintain a comprehensive national policy of liability insurance covering all collegiate and alumni members in good standing while acting on behalf of or under the direction of The Fraternity of Alpha Kappa Lambda. Such insurance shall also be maintained by the Fraternity for all officers, funds, and entities of the Fraternity. The master policy shall be maintained in the National Headquarters and subsidiary policies shall be issued to any requesting chapters. Collegiate chapters shall be billed for prorated premiums biannually, based on the number of members on the August 15th chapter roll and January 15th chapter roll.

SECTION 2. PROPERTY INSURANCE:

A. All collegiate chapters having a chapter house or assets shall purchase a fire and extended coverage insurance policy covering the house and contents. The National Fraternity is to be added to the policy as additional insured.

SECTION 3. VERIFICATION: Verification of all property insurance held by chapters shall be filed in National Headquarters.

ARTICLE IV

ALUMNI CORPORATIONS

SECTION 1. AUTHORITY: The Fraternity of Alpha Kappa Lambda grants, through issuance of chapter charters, the use of the Fraternity name to all collegiate chapters and local alumni corporations. Therefore, in operational matters, all chapters and alumni corporations must abide by the regulations of the Fraternity of Alpha Kappa Lambda as set forth in the Constitution, Bylaws, Standing Rules, and AKL Statements of Policy, and in the current manuals of the Fraternity. Local authority must be consulted in matters of state law, safety, and other regulations which may vary from state to state.

SECTION 2. REQUIREMENTS: Each and every collegiate chapter may have a separate alumni corporation that supports it, formed in accordance with the laws of the state in which the chapter is located. The following requirements shall also be met:

- A. Bylaws of all alumni corporations shall provide that any alumni member of the Fraternity of Alpha Kappa Lambda in good standing from the campus it is connected to shall be eligible for membership.

- B. The Articles of Incorporation and/or other applicable state corporate forms for all alumni corporations shall include the following dissolution clause: “In the event that (name of chapter) Chapter is closed, after all financial obligations of the chapter and alumni corporation have been satisfied, all remaining assets, real and personal, tangible and intangible, shall be turned over by (name of chapter and alumni corporation) to the Fraternity of Alpha Kappa Lambda, Inc. a Missouri not-for-profit corporation; and unless there is a ruling to the contrary by The Fraternity of Alpha Kappa Lambda, Inc. the name of the (name of chapter and alumni corporation) shall be dissolved.
 1. A written contract regarding the use and possible return of the assets to the alumni corporation shall be made prior to the transfer of assets.
 2. The Fraternity of Alpha Kappa Lambda, Inc. may facilitate financial and professional assistance in preparing for the transfer of assets.
 3. All assets will be placed in a designated account with the Fraternity of Alpha Kappa Lambda, Inc. The assets within this account may be invested according to policies of the Fraternity of Alpha Kappa Lambda, Inc. Interest earned from the account will be used as determined appropriate by the Fraternity of Alpha Kappa Lambda, Inc.

- C. A member of the National Executive Council who is an alumnus of the local chapter shall not be permitted to vote on any matter coming before the Council pertaining to the chapter or the local alumni corporation associated with the chapter.

SECTION 3. OPERATIONS:

- A. Compliance. Corporations must comply with The Fraternity of Alpha Kappa Lambda guidelines for corporations. Failure to comply will result in the collegiate chapter being told to disassociate from the local alumni corporation. It will subsequently result in all assets being turned over to the Fraternity of Alpha Kappa Lambda, Inc. a Missouri not-for-profit corporation and the local corporation being required to dissolve.
- B. Reports. Corporations and their officers shall report to and file reviewed or audited financial statements with the National Headquarters when requested. Fines may be imposed for failures to file or report in a timely fashion.
- C. Insurance. Each corporation shall purchase insurance in the type and amount required by the National Executive Council.
- D. Financial. The chapter may not purchase, lease, or rent a house or other living or meeting accommodations for chapter use, obtain loans, make contracts or obligations for property purchase, lease, remodeling etc. Such responsibilities are reserved to the alumni corporation. Procedures for corporations to follow are set forth in Article V of these Standing Rules.

ARTICLE V

CHAPTER HOUSING AND CONTRACTS

SECTION 1. AUTHORITY: Alumni corporations may purchase, lease, or rent a house or other living or meeting facilities for chapter use. Such arrangements may be made by corporations only (not chapters).

SECTION 2. HOUSING CONTRACT: Each corporation shall require a housing contract from each individual residing in Fraternity chapter housing. At least one month prior to the beginning of each academic year, an official housing contract shall be signed by the individual and a parent or legal guardian as a guarantor. Such contract shall require a deposit at the time it is submitted. Housing contracts and operations should be modeled after local “for rent” practices including but not limited to rent receipts and eviction practices.

SECTION 3. SUPERVISION BY EMPLOYED RESIDENT: Where required by the host institution or to support operational needs, owned or rented Fraternity housing may be under the supervision of an employed resident adult who is not an undergraduate student and who is selected by the chapter and/or the alumni corporation. If the employee is provided by the National Headquarters than the Executive Director may make the selection.

ARTICLE VI

COLLEGIATE CHAPTER MANAGEMENT

SECTION 1. COLLEGIATE CHAPTER NOMINATIONS COMMITTEE: A nominations committee shall be appointed annually based on a process identified in local chapter bylaws that have been approved by the National Headquarters. An adviser is requested to be present at the final meeting of the nominations committee.

SECTION 2. COLLEGIATE CHAPTER OFFICERS: In addition to those officers required by the Fraternity, the following chapter officers shall be elected: Historian, Public Relations Chairman, Alumni Relations Chairman, and Risk Management Officer. Chapter bylaws may provide for other officers.

SECTION 3. ELECTION OF COLLEGIATE CHAPTER OFFICERS: The officers of each collegiate chapter shall be elected annually from the collegiate members between October 15 and December 15. All officers shall be installed within thirty days after election. Any exceptions to this timeframe must be submitted to the Executive Director for approval.

SECTION 4. COLLEGIATE CHAPTER EXECUTIVE COMMITTEE: The Executive Committee shall be composed of the President, Vice President/Administrative, Secretary, Treasurer, Rush Chairman, Risk Management Officer, Fraternity Education Chairman, and such other officers as the chapter may designate in its bylaws. The committee shall meet regularly once a week at a specified time and place, and an adviser is requested to be present. It shall be the purpose of the committee to plan the yearly goals for the chapter, to make recommendations to the chapter, to plan the agenda for the chapter meeting, and to streamline chapter business in order that the chapter meeting may be conducted in an efficient manner. Other chairmen and officers may be asked to attend the meetings of the committee as the need arises.

SECTION 5. COLLEGIATE CHAPTER MAILING ADDRESS: Each collegiate chapter shall be responsible for filing with the National Headquarters a current mailing address.

SECTION 6. FINANCIAL OBLIGATIONS: A collegiate chapter must, by the end of its academic year, have paid in full all financial obligations payable to the Fraternity and local vendors. Excess funds outside of required local reserves to operate will be deposited with the local alumni corporation or with the National Fraternity in the chapter's designated account.

SECTION 7. DIGITAL PRESENCE: Each collegiate chapter must use the national database system for managing membership. They should also maintain a web and social media presence that is positive and up-to-date.

ARTICLE VII
COLLEGIATE CHAPTER SUPERVISION

When the Executive Director determines that a collegiate chapter is failing to meet the criteria established by the Fraternity's governing documents, he shall institute a plan to assist the chapter to improve. The National Headquarters Staff member, who supervises collegiate chapters, shall write and send a set of specific guidelines and requirements to the chapter, the Chapter Adviser, and the Alumni Corporate Board. If the chapter fails to comply with these, Suspension of the chapter will be implemented.

ARTICLE VIII
FISCAL YEAR

The fiscal year of The Fraternity of Alpha Kappa Lambda, Inc. and its chapters and chapter corporations shall begin July 1 and end June 30.

ARTICLE IX
THE FRATERNITY OF ALPHA KAPPA LAMBDA BADGE

SECTION 1. BADGE REQUIREMENT: Each member will receive a plain gold clad membership badge once initiated.

ARTICLE X
THE LOGOS

Each member will receive a life subscription to The Logos at the time of his initiation.

ARTICLE XI

MEMBERSHIP CLASSIFICATION, REQUIREMENTS AND PROCEDURES

SECTION 1. TRANSFER MEMBERS: A member, upon transferring from one campus where he has been affiliated with The Fraternity of Alpha Kappa Lambda to another campus where there is a chapter, shall be invited to affiliate. If he desires to affiliate, he is expected to provide a letter of good standing provided by the president of his chapter. This letter should verify that all bills incurred by the member were paid in a timely manner and no outstanding debts are owed to the chapter. Under no circumstances may the chapter vote upon him as a member of the Fraternity. At the discretion of the chapter, affiliation may be denied only if the transferring member cannot provide the properly signed letter of good standing. Any member affiliating with the chapter will be responsible for the obligations as defined in the chapter bylaws.

SECTION 2. ENROLLMENT REQUIREMENT FOR COLLEGIATE MEMBERSHIP:

A. **MEMBERS.** When an initiated member drops out of the university, he shall become an alumni member. If he returns to the university within the same calendar year, he shall become a member of the collegiate chapter. If an initiated member has dropped out of college for more than a calendar year, he may, upon his return to campus, elect whether or not to resume undergraduate membership or remain as an alumni member. As an alumni member in this circumstance on campus he is not allowed to have any contact or participate in activities with the chapter for liability reasons.

SECTION 3. MARRIED STUDENT MEMBERS: A married student member may elect either undergraduate or alumni membership status. As an undergraduate member he must fulfill all local and national membership responsibilities and is entitled to all the privileges of undergraduate membership. As an alumni member, he is dropped from the collegiate chapter roll as maintained at the National Headquarters. As an alumni member in this circumstance on campus he is not allowed to have any contact or participate in activities with the chapter for liability reasons.

SECTION 4. GRADUATE STUDENTS: A graduate student may affiliate with a collegiate chapter by invitation of that chapter or he may choose to become an alumni member.

SECTION 5. SPECIAL MEMBERSHIP STATUS: A collegiate chapter may provide for Special Membership Status in its chapter bylaws for members who must be "off campus" to fulfill college/university requirements, such as professional study, internships, coop studies, or study abroad. The status must be updated in the national

database prior to the beginning of the semester. The chapter must change his status back to normal immediately upon his return.

SECTION 6. MEMBERS REQUESTING LOCAL DUES RELIEF: Because of time constraints of many members in their final semester of their collegiate career, it is requested that the chapter work with the members in resolving their inability to meet time and financial obligations. A collegiate chapter may forgive a member's local fees upon petition to the Executive Committee. The individual would still be included in any count for insurance/fees owed by the chapter to the National Fraternity.

SECTION 7. ALUMNI STATUS UNDER SPECIAL CONDITIONS: The National Executive Council shall have the power to place undergraduate members on special membership status. This shall occur only when the National Executive Council has determined that there is apparent difficulty in maintaining the chapter and reorganization is planned.

ARTICLE XII

EDUCATIONAL AND GOVERNING CONFERENCES

SECTION 1. LEADERSHIP CONFERENCES:

- A. Time and Place. Each January, there will be an Officers' Academy for the purpose of fraternity education and training programs.
- B. Direction. The Officers' Academy will be under the direction of the National Headquarters Staff for content and presentation.
- C. Each chapter shall be required to send (at least) one officer to the Officers' Academy. Those failing to do so will be assessed \$250.00 and the chapter will face disciplinary suspension. The National Executive Council may request a show-cause letter and review the suspension. Additional Officers may attend for a fee determined annually by the National Executive Council.

SECTION 2. PRESIDENTS' ACADEMY: Each academic year Chapter Presidents will be brought together for a specified weekend of training in conjunction with the Officers' Academy. Only Chapter Presidents will be eligible to attend. Funding will be requested from the AKL Education Foundation. Each chapter president is expected to be in attendance as the privileged attendee for his chapter.

SECTION 3. CONCLAVE:

- A. Biennial Conclaves are held as identified in the Fraternity Constitution and Bylaws. The location will be recommended by the Executive Director and approved by the National Executive Council.
- B. Each chapter and colony is required to send (at least) one representative to Conclave. Chapters must pay two registrations, billed by the National office, no matter the number of delegates attending.
- C. All Conclave delegates are required to attain lodging at the host hotel. Those failing to do so will be assessed expenses equivalent to the lodging costs of one guest room for the duration of the meeting.

ARTICLE XIII

**REGULATIONS OF THE FRATERNITY OF ALPHA KAPPA
LAMBDA**

SECTION 1. GUIDELINES OF CONDUCT: The National Executive Council shall adopt fraternity policies, guidelines and standards of conduct, and Statements of Position to be set forth in the Book of Policies contained herein. Each chapter shall have the Book of Policies available to its members. Under the guidance of the President the Book of Policies shall be discussed by each collegiate chapter at the beginning of each academic year. The Executive Committee is responsible for the collegiate chapter's compliance with the policies.

SECTION 2. CHAPTER MEMBERSHIP DATABASE / MAILING LIST: The mailing list of The Fraternity of Alpha Kappa Lambda is the property of The Fraternity and housed via an online national database. Collegiate chapters, alumni chapters and alumni corporations may use their mailing lists and database for the purpose of communicating with the membership. Use of membership or mailing lists, in whole or in part, for any other purpose must have prior approval of the Executive Director. The National Executive Council retains the right to deny usage of a chapter database by its chapter or corporation if they are deemed to be noncompliant in anyway.

SECTION 3. REQUESTS FOR COPIES OF BYLAWS, 990 ETC: A copy of the National Bylaws and 990 reports will be available for all members and the general public at all times.

SECTION 4. QUESTIONNAIRES: No member or chapter may submit answers to questionnaires or sign statements on behalf of The Fraternity of Alpha Kappa Lambda without the written approval of the Executive Director. All requests regarding

questionnaires, surveys, or sociological studies of any nature must be submitted to the National Headquarters.

SECTION 5. INTERVIEWS FOLLOWING A CHAPTER CRISIS: If the chapter has experienced a "newsworthy" incident, it must be made clear to the membership that no one other than the Chapter President is to respond to requests for interviews by the media (local and/or national coverage). The Executive Director must be notified of the incident and determination will be made if such interviews will be restricted to the Executive Director. In order to protect the local officers and to avoid misinformation being provided in the emotion and confusion of the situation, it is necessary that this responsibility be made clear.

ARTICLE XIV

ELECTED AND APPOINTED NEC MEMBERS

SECTION 1. ELIGIBILITY: Members of the National Executive Council shall have been alumni members of the Fraternity for at least three years unless this provision is waived by the elected members of the NEC serving at the time of the appointment or election under consideration.

SECTION 2. ELIGIBILITY OF STAFF MEMBERS: Alumni members of the Fraternity who are serving as members of the staff of the National Headquarters are not eligible for election or appointment to the NEC. Further, there must pass a period of three years after the termination of their employment before they may be considered eligible for election or appointment.

SECTION 3. ATTENDANCE AT TRAINING: New members of the National Executive Council shall attend training sessions offered by the National Headquarters before the next scheduled meeting of the NEC.

ARTICLE XV

RISK MANAGEMENT

SECTION 1. RISK MANAGEMENT POLICIES: The Fraternity offers a valuable and unique area for personal growth. In providing that area, we assume certain risks. To protect the safety of our brothers, our most important lesson is to learn to manage those risks. Therefore, the Fraternity has adopted Risk Management Policies to ensure the safety and well-being of all those involved with the chapter and its activities or whom come in contact with the Fraternity in any way. In addition to what is listed in this

document policies established by the North American Interfraternity Conference must also be followed by our chapters and colonies.

- A. Risk Manager - Each chapter will appoint or elect a member who is responsible to insure the policies are implemented.
- B. Risk Management Manual - Every chapter is responsible for maintaining the manual in current condition and available to all members.
- C. Education - Each chapter will be responsible for holding a risk management forum where every member is instructed in the Risk Management Policies.
- D. Verification - Verification of implementation of risk management policies will be required annually from the Chapter President, Alumni Corporate Board President and the Chapter Advisor.

ARTICLE XVI

AMENDMENTS

These Standing Rules may be amended at any time by a three-fourths vote of the National Executive Council membership.

Amendments shall be distributed to all members who hold the latest edition of the National Constitution, Bylaws, Standing Rules, and Statements of Policy

THE FRATERNITY OF ALPHA KAPPA LAMBDA

STATEMENTS OF POLICY

(As adopted by the National Executive Council)

INTRODUCTION

"Alpha Kappa Lambda stands as a group of men with a common vision, a common set of standards, a common concern and a common zeal.

Our vision lifts up a college or university experience that has the hallmark in seeing value in every human being and commitment to intellectual and personal growth for every individual. Hence we have the motto "The Truth and the Word."

The standards call for integrity and excellence in all that we do. The concern centers on commitment to each other, to our fellows in other schools, and to the classmates of all races and both sexes on our campuses.

Our zeal you will find in the intensity of our life together, in the time we take to make AKA work, and in the tenacious attention to the social well-being of all with whom we have to do." (The Truth and the Word...Dr. James Emerson)

These goals can only be achieved when each member recognizes that exemplary behavior is the direct result of respect for himself and for other people. For this reason it is incumbent upon the Fraternity of Alpha Kappa Lambda to provide guidelines for its members.

Our Fraternity has long respected the diverse attitudes of our members in their involvement in fraternity life. With these "Statements of Policy" we do not abandon that concern for the individual. We simply emphasize Alpha Kappa Lambda's conviction that there are specific guidelines which must be observed by all members and chapters for this Fraternity to remain strong and to prosper in the Greek Letter world.

These Statement of policy shall be read and discussed by each collegiate chapter under the direction of the Chapter President at the beginning of each academic year.

ACADEMICS

1. Each collegiate chapter shall strictly adhere to the grade point average requirements set by the Fraternity for membership.
2. Each chapter shall set a GPA requirement for holding office in the chapter that is equal to or above that set by the Fraternity.
3. Each chapter will encourage incentives and awards for scholastic achievement.
4. Each chapter will establish quiet hours in selected study areas in the house or other designated fraternity area.
5. Each chapter will use the Fraternity Education lesson plan designed by the National Fraternity, to ensure the establishment of good study habits and knowledge of the Fraternity.
6. Each chapter will designate a brother as the Director of Academic Affairs for the chapter. This individual will be responsible for all areas of the chapter academic program. This would include such things as monitoring grades, making pertinent announcements, establishing and maintaining an awards program, ensuring that GPA requirements are met.
7. Each chapter will continually strive to improve their academic standing on their respective campus. Chapters must maintain a GPA equal to or above the All Men's and All Fraternity average.

FINANCIAL RESPONSIBILITY

COLLECTION OF MONIES

Each collegiate chapter shall endeavor to collect all monies due the Fraternity and remit them within the prescribed time. Collections of all monies must occur through the Fraternity's designated financial management service unless an alternative method is approved by the Executive Director. Each collegiate chapter shall revoke the membership privileges of those members who fail to fulfill their local and national financial obligations.

A collegiate chapter may include in its bylaws the option to forgive a member's local fees upon petition to the Executive Committee. The individual would still be included in any count for dues/fees owed by the chapter to the National Fraternity.

MEMBERSHIP PRIVILEGES

When a member is delinquent in his financial obligations, the chapter will revoke certain privileges of membership including vote, social participation, election to office. Additionally, the chapter will demand promissory note and/or a contract of payments. If the university will encumber grades or withhold registration, such restrictions will be imposed according to local guidelines.

USE OF ALCOHOL AND DRUGS

The following policies are to be followed in any activity sponsored or endorsed by the chapter or at any event that a reasonable, objective observer would associate with the organization, including those that occur on or off a chapter premises:

1. The chapter, members, and guests must comply with all federal, state, provincial, and local laws. No person under the legal drinking age may possess, consume, provide, or be provided alcoholic beverages.
2. The chapter, members, and guests must follow the federal law regarding illegal drugs and controlled substances. No person may possess, use, provide, distribute, sell, and/or manufacture illegal drugs or other controlled substances while on chapter premises or at any activity that a reasonable, objective observer would associate with the organization.
3. Alcoholic beverages must either be: (1) provided and sold on a per-drink basis by a licensed and insured third-party vendor (e.g., restaurant, bar, caterer, etc.); or (2) brought by individual members and guests through a bring your own beverage ("BYOB") system. The presence of alcohol products above 15% alcohol by volume ("ABV") is prohibited on any premises or at any event, except when served by a licensed and insured third-party vendor.
4. Common sources of alcohol, including bulk quantities, which are not being served by a licensed and insured third party vendor, are prohibited (i.e., amounts of alcohol greater than what a reasonable person should consume over the duration of an event).
5. Alcoholic beverages must not be purchased with chapter funds or funds pooled by members or guests (e.g., admission fees, cover fees, collecting funds through digital apps, etc.).
6. A chapter must not co-host or co-sponsor, or in any way participate in, an activity or event with another group or entity that purchases or provides alcohol.

7. A chapter must not co-host or co-sponsor an event with a bar, event promoter, or alcohol distributor; however, a chapter may rent a bar, restaurant, or other licensed and insured third party vendor to host a chapter event.
8. 8. Attendance by non-members at any event where alcohol is present must be by invitation only, and the chapter must utilize a guest list system. Attendance at events with alcohol is limited to a 3:1 maximum guest-to-member ratio, and must not exceed local fire or building code capacity of the chapter premises or host venue.
9. 9. Any event or activity related to the new member joining process (e.g., recruitment, intake, rush, etc.) must be substance free. No alcohol or drugs may be present if the event or activity is related to new member activities, meetings, or initiation into a/an chapter including but not limited to “bid night,” “Big/Little” events or activities, “family” events or activities, and any ritual or ceremony.
10. The chapter, members, or guests must not permit, encourage, coerce, glorify, or participate in any activities involving the rapid consumption of alcohol, such as drinking games.

Failure to meet all Fraternity Standards will result in prohibition of alcohol on chapter premises until standards have been met. It may also result in prohibition of alcohol at all chapter events.

Each chapter, under the leadership of the Chapter President and Fraternity Educator, will be required to include alcohol awareness as part of the Fraternity Education program. All volunteer and professional leaders of Alpha Kappa Lambda are encouraged to maintain a high level of alcohol awareness and are further encouraged to provide a positive role model for our undergraduate brothers by their responsible use of alcohol.

Alpha Kappa Lambda will continue to educate undergraduate and alumni brothers in the responsible use of alcohol through Conclaves, chapter visitations and other such support programs.

OFFICIAL FUNCTIONS

The possession, sale and/or consumption of alcoholic beverages at a business meeting, educational function and/or Ritual sponsored and/or endorsed by the “National” Fraternity is prohibited.

Members who are found to be in possession of alcoholic beverages, engaged in conduct detrimental to the image of the Fraternity or in a condition not conducive to participation will be asked to leave and will forfeit the remainder of the event.

HAZING

The emphasis on all educational programs shall be on the development and understanding of the dignity and worth of each and every individual; and

The purpose and objectives for all programs shall be discussed with all participants in advance; and Use of alcohol, paddling in any form, creation of excessive fatigue, physical and psychological shocks, quests, treasure hunts, scavenger hunts, road trips, wearing apparel which is conspicuous and not normally in good taste, engaging in public stunts and buffoonery, morally degrading or humiliating games and activities and any other activities which are in poor taste and not consistent with fraternal law, ritual or policy or the regulations and policies of the educational institution are prohibited at any and all times in all chapters for all members.

The Fraternity of Alpha Kappa Lambda will continue to develop our Fraternity Education Program to make it a constructive and meaningful part of our undergraduate brother's experience.

SEXUAL ABUSE

The Fraternity of Alpha Kappa Lambda will not tolerate nor condone any form of sexually abusive behavior on the part of its members, whether physical, mental or emotional.

The Fraternity of Alpha Kappa Lambda encourages educational programming involving social and communication skills, interpersonal relationships, sexual abuse awareness, etiquette and sex-role expectations.

GOOD SAMARITAN POLICY

FOR INDIVIDUAL MEMBERS

If a member assists another person in obtaining immediate and appropriate medical care related to the use or consumption of alcohol, drugs, or to another medical emergency, then that member, as well as those who are assisted, will not be subject to severe individual disciplinary action with respect to the incident. This is the case even if the member who is assisting was a contributing factor to that emergency. An individual may benefit from this policy more than once, though repeated use of the policy may receive stricter scrutiny.

FOR THE CHAPTER

A chapter that seeks immediate and appropriate medical assistance for a person in need related to the use or consumption of alcohol, drugs, or to another medical emergency, may be eligible for mitigation of charges related to violations of organizational policies. To be eligible for this potential mitigation, the chapter will be required to meet in person or by phone with a national staff member or an alumni volunteer designated by the fraternity. A chapter may benefit from this policy more than once, though repeated use of the policy may receive stricter scrutiny.

DISCIPLINARY PROCEDURES

CAUSE: Upon notification of violation of Federal, State, or local laws or Fraternity or University policy by chapters and/or individual members, disciplinary action will be taken by the Fraternity. Failure to meet and maintain the Standards of the Fraternity may also result in this action.

EFFECTS: Depending upon the nature and severity of the violation one or more of the following procedures will be followed:

1. Call for information/investigation of the incident.
2. Suspension of the Chapter Charter.
3. Withdrawal of the Chapter Charter.

As of August 8, 1998, the National Executive Council (NEC) ADOPTED A Zero Tolerance Policy. Any member of The Fraternity of Alpha Kappa Lambda (pledge, undergraduate, or alumni) found in violation of the AKL Risk Management Policy may cause the charter of the chapter to be suspended.

CHAPTERS

- A. **MANDATORY FINANCIAL SUSPENSION:** A chapter financially delinquent will face mandatory suspension.
- B. **SUSPENSION DUE TO ALLEGED POLICY VIOLATIONS**
 1. The Executive Director of the Fraternity of Alpha Kappa Lambda or the National Executive Council by majority vote is granted authority to immediately suspend a chapter when, in the best professional judgment of the Executive Director, such

suspension will halt behavior detrimental to the chapter and/or individual. Furthermore, any suspension issued under this policy will result in the immediate commencement of an investigation by the Executive Director or the Executive Director's designee, with the express purposes of: 1, determining if the suspension need continue and 2, whether there is merit to the underlying allegation.

In the event the Executive Director exercises such suspension authority, the Executive director will notify the National Executive Council as soon as practical Such notification will include sufficient information to appraise the National Executive Council of the nature of the allegation.

2. A suspended chapter will be placed under the direct authority of the Executive Director until the circumstances resulting in the suspension have been corrected. It is understood that direct authority does not suggest the ability to control individual or group actions done in violation of any direction given.

Terms of Suspension may include:

- a) Notification of Host University
- b) Loss of Membership Privileges
- c) Dismissal of Chapter Officers
- d) Expulsion of Members

- C. WITHDRAWAL OF CHAPTER CHARTER: The most extreme form of Discipline employed to protect the name of the Fraternity. A charter, when withdrawn, will be placed in "Trust" with the National Fraternity to be granted to a future group of men at that university.

INDIVIDUAL

- A. SUSPENSION OF AN INDIVIDUAL MEMBER: Suspension may be processed by the local chapter in concurrence with their alumni board of directors and may not be for a period exceeding 120 days.
- B. EXPULSION OF AN INDIVIDUAL MEMBER: Expulsion is a very serious action and must conform to the Fraternity's prescribed procedures. All members are accorded the right of "Due Process" and no chapter may expel a member of The Fraternity of Alpha Kappa Lambda without following the procedures outlined in Article III Section 7 of the National Bylaws and in these Statements of Policy. No member is removed from the official record of membership in National Headquarters until the prescribed procedures have been followed.
- C. REVERSAL OF EXPULSION: In rare circumstances a member's expulsion may be reversed by Reinstatement under one of the following conditions:

1. It is determined by the Executive Director that the paperwork and/or expulsion process was not accurately submitted to the National Office.
2. The National Executive Council reviews the reinstatement request and agrees to reinstatement by majority vote.

MEMBER BILL OF RIGHTS

Each Collegiate Chapter of The Fraternity of Alpha Kappa Lambda shall endorse the Member Bill of Rights as adopted by the National Executive Council, January/1990 (formally the Pledge Bill of Rights) and presented to delegates in Conclave, August/1990. Alpha Kappa Lambda opposes all forms of hazing and makes this commitment public knowledge through the acceptance of the Risk Management Policy and the issuance to EACH member his copy of the Bill of Rights. The education of each member regarding his personal rights is a duty of each chapter, each officer, and each member.

RITUAL

It is proper and necessary for every brother to understand the historical significance and ideals of The Ritual of our Fraternity, as originally prescribed by our founders. The Ritual acts as the unification process, unique only to initiated brothers of The Fraternity of Alpha Kappa Lambda.

The Ritual should be performed in a way so as to make a deep and lasting impression upon the Candidates. It is an “intimate, sacred, and peculiar proceeding” known only among the family of Brothers initiated into The Fraternity.

- A. Each undergraduate chapter shall follow the prescribed course of performance for The Ritual.
 1. All Ritual Regalia must be uniform in all performances of The Ritual.
 2. Only official Regalia obtained through The Fraternity of Alpha Kappa Lambda or approved by the National Chaplain will be used.
 3. All Ritual Regalia and Ritual Books should be properly stored under lock and key.
 4. An inventory should be taken each year to evaluate the condition of these items.
Should any be found to be in poor condition, they must be replaced by the Chapter.
- B. Following each annual election, the chapter will appoint a Ritual Chairman, who has been properly instructed in the performance of The Ritual, to serve as the Initiation Chairman and to assure its confidentiality.
- C. The Ritual is to be performed in a secured location, away from the “outside world.” Proper attire for The Ritual must be enforced:
 1. Coat and tie will be worn.

2. Dress shoes will be worn. (Bare feet and shoes such as sneakers and casual sandals are not appropriate.)
- D. An alumnus member of The Fraternity of Alpha Kappa Lambda should be present when The Ritual is performed. Each undergraduate initiated brother of the Chapter must be present during all Formal Pledging and Initiation Ceremonies.
- E. Only duly initiated members of The Fraternity of Alpha Kappa Lambda should be present during The Ritual. At the discretion of the individual chapter, parents of the new initiates and University representatives may be invited to observe.
- F. Within 48 hours of initiation, all new initiates should meet with the Chapter President and Chaplain to review the entire Ritual of Alpha Kappa Lambda and its history. As The Ritual will be in use, the room must be secured. At this time, the President should review the entire Ritual explaining the symbolism of each part. The President should carefully explain the confidentiality that is required of all members

In order to reinforce the basic Ideals and philosophy of the Fraternity and to serve as a time of recommitment and understanding, each chapter shall hold a Formal Ritual Meeting once per month. During the Ritual segment of the meeting, the room shall be secured and only duly initiated members may be present.

The Chapter President and Chaplain must always emphasize the proper care and confidentiality that must surround The Ritual and all Ritual materials – this is a “responsibility that we, as members, carry.”

AUXILIARY GROUPS

MOTHERS' CLUB/PARENT GROUPS

AKA encourages the formation of Mothers' Clubs and/or Parents' Clubs for its collegiate chapters. Information on these organizations may be obtained from National Headquarters.

LITTLE SISTERS

AKA does not condone the affiliation of Little Sister organizations with its collegiate chapters. Such organizations are in direct conflict with the Statement of Position of the National Executive Council, with the policies of all NIC member fraternities, and the members of the Fraternity Executives Association.

AKL HOUSING

HOUSE AND COMMON SPACE RULES

House and common space rules deal with the group living conduct of the chapter members and are decided upon by chapter vote. Specific guidelines in the Risk Management Policy must be in effect at all chapters.

All policies adopted by a chapter as house and common space rules should be clearly outlined in written form and distributed to every pledge, initiated member, and parent. All house rules shall apply to any resident living in AKΛ housing as well as to members and pledges.

RECRUITMENT AND EXPANSION POLICIES

EXPANSION POLICY

The Fraternity of Alpha Kappa Lambda believes the best interests of higher education and of the fraternity movement are served through the establishment of new chapters that provide a fraternal experience for an increasing number of college men. Expansion gives men more choices; it brings new influence and direction to a campus fraternal community; and, it provides new leadership and renewed motivation. Additional choices for students lead to healthy and creative competition for membership and provide encouragement for chapters to improve their operations and their offerings in order to meet the needs of prospective members.

The Fraternity of Alpha Kappa Lambda members are expected to support any new groups seeking to form a fraternity on a given campus. Specifically, the expectation is Alpha Kappa Lambda will not deter or otherwise interfere with an expansion by withholding membership in the IFC of any North American Interfraternity Conference member organization.

RECRUITMENT POLICY

The Fraternity of Alpha Kappa Lambda believes friendship, especially in the inter-fraternal world, leads to membership. To effectively employ such a strategy, AKL pursues a recruitment model based on an unrestricted, year-round commitment to actively seek prospective members who share a commitment to the fraternal values Judeo-Christian Principles, Leadership, Scholarship, Loyalty and Self-Support.

The Fraternity of Alpha Kappa Lambda advocates a year-round model of unrestricted recruitment - discouraging campuses and fraternity chapters from recruiting new members during limited times throughout the year and from using the term "rush" to label a time-specific effort to attract new members to a fraternity chapter. The Fraternity of Alpha Kappa Lambda Chapters will not vote in favor of a policy that restricts their or any other Fraternity's right to recruit new members. With the approval of the Executive Director any chapter on a campus with recruitment restrictions may ignore such restrictions for the purposes of improving and growing as a chapter.

RECRUITMENT PLANS

Because a carefully planned recruitment program is essential to the health of a collegiate chapter, all recruitment plans must be reviewed by a designated member of National Headquarters Staff and revisions discussed. When a chapter takes the time to set down on paper their schedule, goals, and chapter membership needs the Recruitment Process will not only become less stressful; it can serve as a time of chapter evaluation as well.

April 1 is the date by which all chapters' recruitment plans/calendar for next school year are due to the National Headquarters

RECRUITMENT ASSISTANCE REQUESTS

When a chapter's officers and advisers agree that a chapter will need recruitment assistance, the President or Recruitment Chairman shall notify the National Headquarters as soon as the need is determined. No special form is to be used to request recruitment assistance. Chapters asking for assistance shall provide housing and meals for recruitment assistance personnel. Outside recruitment programming is at the expense of the chapter. Waiver of responsibility for these provisions must be granted by the Executive Director at the time the recruitment assistance request is approved.

LEGACY RECRUITMENT

AKA strongly encourages the pledging of qualified legacies. Every known legacy shall be given special consideration in membership selection.

During formal recruitment, and throughout the chapter's informal recruitment every verified legacy shall be offered a bid to membership unless the chapter has a reason for denying a bid and communicates that reason to the alumni involved.

This policy defines a legacy as a brother, son, or grandson of an initiated member of The Fraternity of Alpha Kappa Lambda.

REQUIRED COLLEGIATE CHAPTER FUNCTIONS

Required collegiate chapter activities shall include all recruitment meetings and functions, membership selection meetings, initiation ritual, chapter meetings, and Founders' Day programs. In addition, the chapter may require attendance at other chapter activities.

Each chapter shall specify the activities at which attendance of chapter members is required and shall set definite attendance, excused absence and penalty policies in its chapter bylaws.

SOCIAL PRIVILEGES

Social privileges may be extended from time to time to initiated members of other NIC groups which do not have a chapter on the local campus. Those granted social privileges do not attend AKA meetings, do not vote on AKA activities, and must meet financial obligations to cover social activities and liability insurance. Under no circumstances may social membership ever be extended to non-Greeks, regardless of former status as a pledge of any NIC group. This includes former pledges of The Fraternity of Alpha Kappa Lambda.

ALPHA KAPPA LAMBDA NATIONAL HEADQUARTERS

MAINTENANCE OF NATIONAL HEADQUARTERS

The National Executive Council shall maintain a headquarters office and for this purpose it may execute leases, purchase equipment, and incur such other expenses as may be necessary in conducting an efficient headquarters office as provided in the budget adopted by the Council in compliance with the National Bylaws.

MANAGEMENT OF NATIONAL HEADQUARTERS

The Executive Director shall be in full charge of the headquarters office and its functions and have complete supervision and direction of its personnel and various activities. The Executive Director may employ adequate office and field assistance as provided in the budget adopted by the NEC in compliance with the National Bylaws.

Specific Functions of the National Headquarters (NHQ) are designated in the Office Manual on file at the headquarters office.

MATTERS SUBMITTED BY NATIONAL HEADQUARTERS

Any question, motion, or resolution to be presented for action of the NEC when not in meeting, shall be submitted by the headquarters office by email, mail or telefax as the circumstances may warrant. The Executive Director is authorized to establish priority of motions.

NEC members must register a vote with the headquarters office within a designated time as stated at time of motion after receiving communication of the question.

- A. Effect of failure to vote. Unless a member of the NEC registers to vote with the Headquarters office within the time prescribed his silence shall be construed as an affirmative vote. All email votes are affirmed at the next face to face National Executive Council meeting.
- B. Abstaining from Voting. If a member of the NEC indicates that he desires to abstain from voting such abstention shall not be considered either an affirmative or negative vote
- C. Members of the NEC may register their votes by mail or email on any question submitted to such agencies.

ALPHA KAPPA LAMBDA JEWELRY

APPROVED JEWELRY

The following pieces of jewelry have been established as official through ritual, tradition, and by legislation:

Official Jewelry

- Crown Pearl Badge...eleven pearls (karat gold or gold clad)
- Plain Gold Badge (karat gold or gold clad)
- Colony Pin

Honorary Jewelry

- Sweetheart Pin...pearls (white gold)
- 50 year recognition pin
- 25 year recognition pin

Recognition Jewelry

- Coat of Arms lapel pin
- Coal of Arms tie tack
- Coat of Arms recognition button
- Ring with Coat of Arms
- Ring with stone
- AKA letter recognition button
- Lavalier with AKA letters vertical, diagonal, etc.
- President's Medallion

WEARING OF JEWELRY

In order to uphold the principles and traditions of AKA, care must be taken in the use of AKA insignia and jewelry. Alpha Kappa Lambda encourages the wearing of identifiable AKA insignia. Apparel with AKA identification on it or that worn with AKA jewelry shall be in good taste and worn on appropriate occasions.

- A. MEMBERS: Initiation records are checked in National Headquarters whenever official AKA jewelry is ordered. Through this procedure, privileges afforded only to initiated members are protected.
1. Badges are worn only by initiated members of the Fraternity and must be worn on the left next to the heart.
 2. The badge is worn above and to the right of any other organizational jewelry.
 3. The badge may be worn with formal clothing.
 4. The badge is worn with a sport coat or suit jacket.
 5. The badge may be worn on a shirt or sweater with jeans, but not on athletic jerseys or T shirts.
 6. The badge is not to be worn with tank tops, jerseys, sweatshirts, cutoffs or shorts.
 7. The badge is not worn on suit lapels, overcoats, or raincoats.

Should a question arise that is not answered in the policies, the NHQ staff, with the advice of the National Chaplain, should determine the acceptability of the apparel with which the badge may be worn. Their decision must fall within the framework of the policies above.

These policies are minimal standards and may be made more stringent by the collegiate chapter.

Each member of Alpha Kappa Lambda shall recognize the importance of wearing the badge. The privilege is granted with fraternity membership and the badge shall be displayed with respect and care.

- B. **COLONY MEMBERS:** Colony members may wear the colony pledge pin and the AKA letter recognition button. All other pieces of AKA jewelry are reserved for the use of initiated members of AKA. Colony members may wear apparel with AKA identification on it.

WEARING THE AKA BADGE

At initiation, each man vows to uphold the Ideals of our order and to strive for those things best in life. This applies to all phases of life, including the wearing of our badge. The badge shall be worn when one is proud to be recognized as a member of The Fraternity of Alpha Kappa Lambda...when one would be a credit to the Fraternity in appearance, behavior, and activity.

THE FRATERNITY JEWELER

All jewelry of Alpha Kappa Lambda must be obtained or ordered through National Headquarters. Observance of this rule is of importance as we protect the AKA trademark which guards our badge against plagiarism, infringement, or improper use.

No salesman of jewelry may be allowed a hearing on anything bearing AKA letters or symbols. Any attempt at sales, in person or by letter or circular, by infringing jewelers or by manufacturers of devices or articles, must be reported immediately to the National Executive Council or to the National Headquarters.

OTHER AKA INSIGNIA

AKA COAT OF ARMS (CREST)

When our Fraternity was founded, it was desirable to adopt a symbolic expression of the Fraternity's meaning and history. The result is known as the Alpha Kappa Lambda Coat of Arms.

This official crest is used on official documents such as charters and membership certificates. The crest may also be used on stationery, recognition jewelry, dinnerware, programs, and decals.

Just as care should be exercised by each AKA in the use of official insignia, careful attention also should be given to their disposition when items bearing them have outlived their usefulness. Before a car having a AKA decal is sold, for example, the decal should be removed. When a AKA jersey or similar apparel is no longer wearable, the garment should be properly disposed of so that non-members will not use it in any way.

THE AKA FLAG

Alpha Kappa Lambda flag is a rectangular banner, the upper half which is gold with an embroidered Coat of Arms and the lower half, which is purple with gold AKA Greek letters in sequence.

CLOTHING WITH AKA INSIGNIA

- A. All members and pledges in good standing are entitled to wear clothing with AKA insignia.
- B. Since your appearance to the outside world is a reflection of your fraternity, good taste is expected in the wearing of clothing with the AKA insignia. Some chapters have adopted the custom of wearing clothing (i.e. blazer) so marked on special occasions such as the installation of new chapters, Founders' Day, or on chapter meeting day.

FOUNDERS' DAY

A Founders' Day program is an important event for a chapter. Founders' Day is a time for our members to think back on what The Fraternity of Alpha Kappa Lambda has been, in order that we can understand better what it is today, and what direction we are planning for tomorrow.

The benefits of Founders' Day are many and varied: fellowship a fun gathering of both undergraduate and alumni brothers; reflection on the history of AKA on both the national and local levels; a time to take stock of what your chapter has accomplished and what it should set as goals for the future; a great event to combine social, cultural, education and fraternal activities.

INSTALLATION OF NEW CHAPTERS

COLLEGIATE CHAPTERS

All AKA collegiate and alumni chapters should honor new chapters by sending greetings and/or gifts to them. Chapters should use the National Headquarters as a clearing house in order not to duplicate items being gifted.

ALUMNI CHAPTERS

When a new alumni chapter is installed all collegiate and alumni chapters should send greetings.

TIMING OF GIFT/GREETING

Remembrance of the newly installed chapter is very much appreciated by its members whether the gift/greeting is received prior to the event or not. If the information about the installation is received after the event, it remains a thoughtful act to send a gift or greetings as circumstances indicate.

ADDRESS CHANGE

When an AKA changes his address, it is imperative that he provide this information to his National Headquarters and to the Alumni Relations officer of his particular chapter. Without current information, the Fraternity is unable to provide mailings to the member as an alumni. Even more importantly, the NHQ is unable to put members in touch when they are attempting to track down a brother if records are not updated in a timely manner.

CHAPTER VISITS AND HOSPITALITY

HOSPITALITY

As the badge of The Fraternity of Alpha Kappa Lambda is recognized as a symbol of membership not only in a particular chapter but in any chapter, so a member is welcome in any AKA chapter, collegiate or alumni, except for such business meetings as may be reserved for collegiate members of the chapter.

Care should be taken to make any member visiting feel welcome. Every effort should be made by alumni chapters to contact and welcome AKA's within their geographical areas.

In our AKA chapter homes we welcome any member or guest (non-member) with warmth and good manners, just as we would in our own homes.

OFFICER VISIT BY INVITATION

It is a very worthwhile and special experience for a collegiate or alumni chapter to invite a member of the National Executive Council to participate in any festivity. When a collegiate or alumni chapter issues an invitation to an AKA officer to be an official guest on a special occasion such as Founders' Day or an anniversary celebration, it is the chapter's responsibility to pay for all expenses of the visitor (including travel, lodging, and meals).

When the invitation is extended, the chapter should confirm that it will assume all financial responsibility for the visit.

There are no AKA national funds budgeted for such purposes. Travel funds are budgeted only for "official working" visits of AKA officers.

OFFICIAL VISITS SENT BY AKL

For those anniversaries and installations (or other special occasions) at which the National Executive Council determines that an officer will represent the Fraternity, the cost of travel, lodging, and meals will be provided from national funds rather than local.

PARTICIPATION WITH COLLEGIANS BY ALUMNI VOLUNTEERS

Participation with collegians by alumni volunteers of the Fraternity should always be without innuendo. It is important that the role of a mentor, advisor and officer are clear cut. There must be no potential perception of inappropriate behavior

All parties must be specific in their intentions to work together for the betterment of the Fraternity. Each needs to be cognizant of the actions which might be construed by the casual observer as outside the guidelines of the accepted norms.

Types of unacceptable conduct:

- A personal relationship of a romantic or sexual nature, even if consensual...
- Significant intrusion of material unrelated to the Fraternity...
- Significant failure to adhere, without legitimate reason, to the policies of the Fraternity...

- Evaluation of member conduct by criteria not directly reflective of Fraternity
- Guidelines, policies and standards...
- Discrimination against a member based on race, color, creed, national origin, sexuality or physical impairment or, within the limits imposed by law or Fraternity regulations...
- Use of the position or powers of an Alumni volunteer member to coerce the judgment or conscience of a member or to cause harm to a member for arbitrary or personal reasons...

If an individual has a concern or is uncomfortable with any situation they should feel comfortable in contacting the Executive Director or the National President for discussion.

COMMUNICATIONS

The dissemination of information regarding the Fraternity of Alpha Kappa Lambda, its name, and all respective insignia will be used by all members in official and unofficial forms of communication in a manner that epitomizes the spirit of the Five Ideals of the Fraternity of Alpha Kappa Lambda as well as in compliance with the Fraternity's Bylaws and federal, state, local and host institution laws and regulations.

SINGING AT AKA FUNCTIONS

Singing of "Hail our Fraternity" is customary at the close of the Honors Banquet at Conclave and at any AKL gathering.

Singing the AKA Grace is customary prior to meals in AKA facilities and at AKA gatherings.

Singing of other AKA songs is encouraged at AKA gatherings as part of the friendship and brotherhood of the occasion.

STANDARDS FOR CHAPTERS OF ALPHA KAPPA LAMBDA

The Fraternity of Alpha Kappa Lambda Chapters are considered in “good standing” when all standards established by the Constitution, Bylaws, Standing Rules and Statements of Policy of policy are met. Failure to meet these standards may result in action taken as prescribed by these governing documents or by a vote of the National Executive Council to suspend the chapter.

All of these standards **MUST** be met in order for alcohol to be present on chapter premises and/or in chapter common space.

- A. The chapter holds business meetings on a regular basis.
- B. The chapter must meet its recruitment target as determined by the National Headquarters.
- C. The chapter must be at or above the average Fraternity chapter size on campus.
- D. The chapter GPA is at or above the All-Men’s and All Fraternity averages.
- E. If the chapter is housed it can be connected to an alumni corporation that assists in financial and housing activities.
- F. The chapter must have an active advisory committee that includes at least a general chapter advisor and a faculty advisor.
- G. The chapter attends all mandatory national fraternity events.
- H. The chapter has not had a risk management violation addressed by the National Headquarters within the last 365 days.
- I. The chapter has a functioning membership induction program that lasts no longer than one week.
- J. The chapter holds Ritual at least twice annually.
- K. The chapter is financially current with the Fraternity.
- L. The chapter received a risk management education program within the last 365 days provided by a Fraternity or appropriate University employee.

STANDARDS FOR POLICY ENFORCEMENT WITH MEMBERS

It is understood that rules and policies in which members must follow are identified in many different documents and via numerous entities. The Standards for Policy Enforcement with Members is meant to address most but not all potential violations and minimum actions expected by a chapter or colony. A chapter's judicial board will follow these expectations in their work.

ALCOHOL: Any violation of the alcohol policy will have a consequence determined by the severity of the violation. Second offenses will at a minimum result in an automatic suspension. Third offenses will result in expulsion.

FINANCIAL: Members past due automatically lose voice and vote at chapter. Members thirty (30) days past due are automatically suspended until the debt is paid. Members 30 days past due on rent to the house automatically receive an eviction notice unless a payment plan is established and followed. A member 90 days past due will be expelled unless a payment plan is established and followed.

HAZING: Any violation of the hazing policy will have a consequence determined by the severity of the violation. Second offenses will result in expulsion.

SEXUAL ABUSE: Any violation of the sexual abuse policy will have a consequence determined by the severity of the violation. When assault is alleged the member will be suspended from the chapter until the allegations have been resolved. A member found guilty of assault by the legal system will be expelled from the Fraternity.

ASSAULT: Any violation will result in an immediate suspension of a member. Second offenses will result in expulsion.

ACADEMICS: A member failing to meet Fraternity standards for two (2) consecutive semesters will be suspended. A collegiate member failing to meet Fraternity standards for three (3) consecutive semesters will be expelled.

WILLFULL NEGLIGENCE: A member that willfully acts against policy after being directed specifically not to do in a specific situation will be expelled.