Article I: Name
Section 1: This body shall be officially known and designated as Pi Phi Zeta of the Lambda Chi Alpha Fraternity, Inc.

Section 2: This name shall be applied to the chapter at Florida International University in Miami, Florida

Section 3: Henceforth, The Lambda Chi Alpha Fraternity, Inc. will be referred to in these Bylaws as ‘Lambda Chi Alpha.’

Article II: Objectives Enumerated
Section 1: The objectives of Pi Phi Zeta shall be:
(a) To maintain at Florida International University a Zeta—or chapter—of Lambda Chi Alpha in accordance with its ideals, standards, traditions, and laws set forth in its Initiation, Ritual, Constitution, Statutory Code, Grand High Zeta edicts, and the authorized rulings and orders of its general officers.

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

(c) To foster a spirit of genuine brotherhood amongst its members, to make welcome to all members and associate members in good standing of other Zetas who visit it, to do all within its power to increase the friendly bond between the Zetas, and to develop as much as possible a universal consciousness of fraternalism in Lambda Chi Alpha.

(d) To emphasize the fact that its badge and rituals are sacred, that initiate membership is for life, that its brotherhood is universal within this membership.

Article III: Laws Enumerated
Section 1: Pi Phi Zeta shall be governed by the following laws, in ascending order:
First: The Constitution, Executive Orders, and Federal Regulations of the United States of America
Second: The Constitution, Executive Orders, and Regulations of the State of Florida
Third: The Constitution and Statutory Code of The Lambda Chi Alpha Fraternity
Fourth: Initiation Ritual
Fifth: Orders of the Grand High Zeta
Sixth: Regulations of Florida International University
Seventh: Roberts Rules of Order
Eight: The Bylaws of the Pi Phi Zeta of the Lambda Chi Alpha Fraternity.
Article IV: Requirements to obtain membership to Pi Phi Zeta of Lambda Chi Alpha

Section 1: General Requirements
(a) College men of good moral character whose ideals, characteristics and attainments are such that will make them compatible, and worthy as members of the fraternity, who comply with the laws of the fraternity, and who are not members of any other local and/or national social college fraternity.

Section 2: Honorary and Faculty Membership
(a) Honorary and faculty membership may be bestowed upon an individual as per the guidelines, pursuant to Article VI, Section 1 of The Constitution and Statutory Code of The Lambda Chi Alpha Fraternity.

Section 3: Status with the University
Beginning in the spring of 2011, Candidates seeking membership to the fraternity:
(a) Must be matriculated students at Florida International University, which means that the candidate’s home institution must be Florida International University.
(b) Must be enrolled in no less than 9 credit hours at Florida International University during the term he is seeking membership to Pi Phi Zeta
   (1) Graduate students who are taking at least 6 credit hours are exempt from this requirement.

Section 4: Grade Point Average
Candidates seeking membership to the fraternity:
(a) Must possess no less than a 2.75 cumulative Grade Point Average during the term he is seeking membership to Pi Phi Zeta of the Lambda Chi Alpha Fraternity.

Section 5: Candidates who fail to meet the requirements as detailed in Section 4 may have an active member of the fraternity submit a written appeal on his behalf, which will be considered by the Executive Board of Pi Phi Zeta.
(a) If the Executive Board of Pi Phi Zeta grants the candidate’s appeal, then he will continue the process of consideration for Associate Membership.
(b) The candidate must have no less than a 2.5 cumulative Grade Point Average

Article V: Voting on candidates for Associate Membership
Section 1: The procedure to be utilized by Pi Phi Zeta to vote on candidates for Associate Membership is as follows:
(a) Sixty-six percent (66%) of the active membership present in good standing shall be required to extend an invitation to a candidate, pursuant to Article VI, Code VI-1 of *The Constitution and Statutory Code of The Lambda Chi Alpha Fraternity*

**Article VI: Fraternity Education**

*Section 1: Objective*
Fraternity Education is the most integral aspect of Lambda Chi Alpha. This unique program is designed to instruct members of the history, traditions, principles and ideals of Lambda Chi Alpha.

*Section 2: Fraternity Education for Associate Members*
(a) Fraternity Education for Associate Members is an eight (8) to ten (10) week program, through which candidates for initiation will learn about the history, traditions, principles and ideals of Lambda Chi Alpha.

(b) Fraternity Education is compulsory for all candidates for full membership.

*Section 3: Appointment of the Big Brother*
(a) The appointment of a Big Brother to an Associate Member is an integral aspect of the candidate’s cultivation as he seeks to gain full membership to Lambda Chi Alpha.

(b) An Associate Member’s Big Brother will serve as a primary mentor and confidant to the Associate Member as he seeks to gain full membership to Lambda Chi Alpha.

*Section 4: Continuing Fraternity Education*
(a) Continuing Fraternity Education is a process through which all members of Pi Phi Zeta are continually instructed on the history, traditions, principles and ideals of Lambda Chi Alpha, once the initial Fraternity Education has ended.

(b) Continuing Education is compulsory for all members of Pi Phi Zeta.

**Article VII: Voting on candidates for Initiation**

*Section 1: The procedure to be utilized by Pi Phi Zeta to vote on candidates for initiation and full membership to The Lambda Chi Alpha Fraternity is as follows:*

(a) A prospective initiate’s name must be proposed by one member, in good standing, of the active chapter and seconded by another member, in good standing, of the active chapter, at least three weeks before the initiation and tabled for one week.
(b) The final vote on candidates for initiation ritual shall take place one week before the initiation ceremony is scheduled to take place.

(c) To be initiated and become a full member of Lambda Chi Alpha, an Associate Member must receive the approval of no less than eighty-seven percent (87%) of the active initiated members and alumni present and in good standing, pursuant to Article VI, Code VI-11 of *The Constitution and Statutory Code of The Lambda Chi Alpha Fraternity*

(d) Initiation may not take place during the first week of any semester, nor may it take place during midterm or final examination periods.

**Article VIII: Membership Classifications**

*Section 1: Associate Member*

(a) An Associate Member is an individual fulfilling Pi Phi Zeta’s compulsory fraternity education process, as detailed in Article V, Section 2 of these bylaws, seeking full membership to Lambda Chi Alpha.

(b) Pursuant to Article VI, Code VI-5 of *The Constitution and Statutory Code of The Lambda Chi Alpha Fraternity*, Associate Memberships lasting more than 15 months are not permitted and shall be automatically terminated.

(c) Pursuant to Article VI, Code VI-6 of *The Constitution and Statutory Code of The Lambda Chi Alpha Fraternity*, Associate Membership may be terminated at any time should eighty-seven percent (87%) of the active initiated members and alumni present and in good standing decide to end an individual’s Associate Membership.

(d) Additionally, Associate Membership is automatically terminated if the individual’s grade point average falls below what is required for graduation by the *Regulations of Florida International University*. Said Associate Membership can be re-instated pursuant to the requirements outlined in Articles IV and V of these bylaws.

*Section 2: Brother*

(a) A Brother is a member who has earned full membership to Lambda Chi Alpha.

(b) Brothers retain all rights and must adhere to all duties pursuant to Article VI, Section 6 of *The Constitution and Statutory Code of The Lambda Chi Alpha Fraternity*

*Section 3: Alumni*
(a) Pursuant to Article VI, Code VI-17 of *The Constitution and Statutory Code of The Lambda Chi Alpha Fraternity*, an Alumni is a graduate or Brother who permanently leaves Florida International University in good standing.

**Section 4: Inactive**

(a) Pursuant to Article VI, Section 7 of *The Constitution and Statutory Code of The Lambda Chi Alpha Fraternity*, an inactive member is a Brother in good standing and who is granted inactive status by the Grand High Zeta in cases of:

1. Undue financial hardship
2. Participating in an internship
3. Participating in a study abroad or university-sponsored, domestic-based academic program for one or more academic terms.

4. Members participating in study abroad or university-sponsored, domestic-based academic programs will not be required to pay fraternity dues or fees for said academic term(s), and will gain active status once he returns.

(b) Brothers granted inactive status by the Grand High Zeta may not attend chapter, initiation and Zeta sponsored activities and events, unless invited by the Zeta.

(c) If the Brother is granted inactive status by the Grand High Zeta, he may not hold office.

**Section 5: Special Membership Status**

(a) Any Brother in good financial and academic standing may petition the Executive Committee to request a special membership status.

(b) Special Membership Status must be requested no later than 10 days before an academic term begins.

(c) The Executive Committee reserves the right to grant special membership status, for no more than two academic semesters, to Brothers who:

1. Wish to dedicate additional time to his academics
2. Are within one semester away from graduating and require time to prepare for life after college
3. Wish to dedicate additional time to his personal and/or family affairs
4. May not have the resources to pay his national and his local dues and fees for the upcoming academic term

(d) The Executive Committee may not grant a special membership to a Brother for more than two academic semesters.
(e) If the Executive Committee grants a Brother special membership status, he must still pay national dues and fees, but local dues and fees are suspended for the academic term(s) that the Brother is granted special membership status.

(f) Brothers on special membership status retain all rights and privileges except for:
   (1) They may attend Zeta sponsored events, but must pay all applicable fees and dues associated with attending said events.

**Article IX: Finance Code**

*Section 1: Dues and Fees*

The fees and dues of Pi Phi Zeta shall be as follows:

(a) The General Fraternity Associate Member Fee, pursuant to Article VII, Code VII-3 of *The Constitution and Statutory Code of The Lambda Chi Alpha Fraternity*, shall be $75.

   (1) The General Fraternity Associate Member Fee shall be non-refundable, and shall be paid in advance of the candidate’s Associate Member first fraternity education session.

   (i) Any candidate who expresses concern or difficulty with paying the fee in advance of the first fraternity education session may opt to write a formal appeal to the Executive Committee who will then determine a reasonable payment plan.


   (1) The General Fraternity Initiation Fee shall be non-refundable, and shall be paid, four weeks before Initiation Ceremony.

   (i) Any Associate Member who expresses concern or difficulty with paying the fee in advance of the Initiation Ceremony must file an appeal with the Executive Committee at least six weeks before the Initiation Ceremony.

   (ii) The Executive Committee will then determine a reasonable payment plan. Initiation of those unable to pay their fees shall be delayed until they can pay them.

(c) The General Fraternity Active Dues, pursuant to Article VII, Section 3, Code VII-6 of *The Constitution and Statutory Code of Lambda Chi Alpha Fraternity*, shall be $65 for each active member and associate member not initiated, per semester.
(d) The Local Fraternity Insurance Fee shall be no more than $100 per semester, and shall be paid to Lambda Chi Alpha
   (1) This fee shall be non-refundable and varies dependent upon harm reduction reports.

(e) The Basic Chapter Fee, pursuant to Article VII, Section 3, Code VII-8 of The Constitution and Statutory Code of Lambda Chi Alpha Fraternity, shall be $800 per semester.
   (1) The cost of the basic chapter fee shall be divided equally amongst the Associate Members and Brothers of Pi Phi Zeta.

(f) Local dues and fees for active associate members and members varies per semester and shall include the following:
   (1) The High Zeta Budget, which shall be submitted and voted upon by the Executive Board before the beginning of each term, shall be accessed only by completion of a Discretionary Budget Form signed by the respective members of the High Zeta as detailed below, and shall include the following discretionary budgets:
      (i) Hi Pi’s Discretionary Budget: the Hi Pi must be afforded a discretionary budget no less than $1. The High Tau and the High Pi’s signatures are required to obtain funding from the High Pi’s Discretionary Budget.

      (ii) High Alpha’s Discretionary Budget: the President must be afforded a discretionary budget no less than $1. High Alpha and the High Tau’s signatures are required to obtain funding from the High Alpha’s Discretionary Budget.

      (iii) High Gamma’s Discretionary Budget: the High Gamma must be afforded a discretionary budget no less than $1. The High Alpha, High Gamma and the High Tau’s signatures are required to obtain funding from the High Gamma’s Discretionary Budget.

      (iv) High Tau Discretionary Budget: the High Tau must be afforded a discretionary budget no less than $1. Only the High Tau, High Beta and the High Alpha’s signatures are required to obtain funding from the High Tau’s Discretionary Budget.

      (v) High Beta’s Discretionary Budget: the High Beta must be afforded a discretionary budget no less than $1. The High Beta, the High Alpha and the High Tau’s signatures are required to obtain funding from the High Beta’s Discretionary Budget.
(vi) High Kappa’s Discretionary Budget: the High Kappa must be afforded a discretionary budget no less than $1. The High Kappa, the High Beta, the High Tau and the High Alpha’s signatures are required to obtain funding from the High Kappa’s Discretionary Budget.

(vii) High Sigma’s Discretionary Budget: the High Sigma must be afforded a discretionary budget no less than $1. The High Sigma, the High Beta, the High Alpha and the High Tau’s signatures are required to obtain funding from the High Sigma’s Discretionary Budget.

(viii) High Phi’s Discretionary Budget: the High Phi must be afforded a discretionary budget no less than $1. The High Phi, the High Beta and the High Tau’s signatures are required to obtain funding from the High Phi’s Discretionary Budget.

(ix) High Iota’s Discretionary Budget: the High Iota must be afforded a discretionary budget no less than $1. The High Iota, the High Beta, the High Alpha and the High Tau’s signatures are required to obtain funding from the High Iota’s Discretionary Budget.

(x) High Theta’s Discretionary Budget: the High Theta must be afforded a discretionary budget no less than $1. The High Theta, High Alpha, and the High Tau’s signatures are required to obtain funding from the High Theta’s Discretionary Budget.

(xi) High Delta’s Discretionary Budget: the High Delta must be afforded a discretionary budget no less than $1. The High Delta, the High Theta, the High Alpha and the High Tau’s signatures are required to obtain funding from the Recruitment Budget.

(xii) High Epsilon’s Discretionary Budget: the High Epsilon must be afforded a discretionary budget no less than $1. The High Epsilon, the High Theta, the High Alpha and the High Tau’s signatures are required to obtain funding from the High Epsilon’s Discretionary Budget.

(xiii) High Rho’s Discretionary Budget: the High Rho must be afforded a discretionary budget no less than $1. The High Rho, the High Theta, the High Alpha and the High Tau’s signatures are required to obtain funding from the High Rho’s Discretionary Budget.

(i) Each Brother and Associate Member will be charged no less than $10 per term, which shall go into the reserve fund.

(3) The Zeta’s debt shall be taken into consideration when calculating and voting upon local dues per member and associate member. Any programs implemented for the purpose of resolving Pi Phi Zeta’s debt shall be terminated once said debt is consolidated.

Section 3: Dues and fees shall be charged to Brothers once each term
   (a) Dues for the fall semester shall be paid on or before the third Friday of the month of September.

   (b) Dues for the spring semester shall be paid on or before the last Friday of the month of January.

   (c) Dues for the summer semester shall be paid on or before the third Friday of the month of May.
       (1) Associate Members must pay the appropriate dues and fees to both nationals and the local Zeta. Brothers are only required to pay local dues and fees, whatever the Zeta determines said dues to be.

Section 4: Associate Members and Brothers who are unable to pay dues by the deadlines pursuant to Article IX, Section 3 of these bylaws may petition the Executive Board no later than ten days prior to the deadline of dues and fees of the respective semester to be placed on one of the following payment plans, with a payment plan fee of $25:

   (a) One half of all dues and fees must be paid on or before the deadline set for the respective term. The second half of all dues and fees must be paid no later than 30 days after the first payment was made.
       (i) Failure to meet payment deadlines will result in a charge of 6% of all dues and fees

   (b) Dues and fees may be paid in monthly installments, with one third of total dues and fees paid on or before the 1st of each month.
       (i) Failure to meet payment deadlines will result in a charge of 6% of all dues and fees

Section 5: Pi Phi Zeta shall facilitate a good member discount program. Said program shall only be utilized when the Zeta’s debt is at $0 and there is a minimum of $1,000 in the reserve fund. The good member discounts are as follows:
   (a) Members and Associate Members with cumulative Grade Point Averages between a 3.0 and a 3.599 shall receive a $25 discount off of their dues and fees for the upcoming semester.
(b) Members and Associate Members with cumulative Grade Point Averages between a 3.6 and a 4.0 shall receive a $50 discount off of their dues and fees for the upcoming semester.

(c) The Associate Member of the Semester shall receive a $50 discount off of their dues and fees for the upcoming semester.

(d) The Brother of the Year shall receive a $50 discount off of their dues and fees for the upcoming semester.

(e) Brothers and Associate Members who wins sorority pageants shall receive a $50 discount off of the following semester’s dues.

(f) For recruiting two Associate Members who becomes an initiated Brother and pays his dues and fees, said Brother will receive a 100% discount off of his local dues and fees, excluding national dues.

Section 5: Any Associate Member or Member of Pi Phi Zeta who purchases, from his personal funds, any goods or services for the Zeta, will not be reimbursed for said spending, nor will said spending be deducted from the Associate Member or Member’s dues and fees.

Section 6: Financial accountability
(a) One month before the beginning of each term, each officer must submit an estimate for his respective portion of the High Zeta budget.

(b) Two weeks before the beginning of each term, the High Tau must prepare a budget for approval by the High Alpha

(c) One week before the beginning of each term, the Zeta must approve the budget for that respective term.

(d) The budget must be presented at the first chapter meeting of the respective semester.
   (i) In cases of financial difficulty, the chapter may, with a 50% + 1 vote, delay the preparation, approval and presentation of the discretionary budget. Said delay will require a presentation in chapter detailing the reasoning for requesting said delay, and a deadline as to when the budget will be prepared, approved and presented.

(e) The High Tau must present weekly, annotated reports on the health of Pi Phi Zeta’s finances for consideration by members and associate members.
(f) The High Tau’s weekly report must include a list, posted on the room of the chapter door, of dues and fees owed by Associate Members and Brothers.

(g) Every month, the High Tau must submit a detailed monthly report on Pi Phi Zeta’s finances. This report must be approved by the High Alpha, sent to members and associate members of the chapter as a point of information, and presented to the Alumni Association.

(h) At any time, any member, associate member or alumni of Pi Phi Zeta may request a report on the financial health of the chapter. The report must be furnished and delivered to the individual requesting it no later than five (5) business days from the day it was requested.

(i) Funds raised by fundraising initiatives undertaken by the Zeta shall be utilized in the following order:

1. Dissolution of the Zeta’s debt
2. Purchase of Ritual materials
3. 40% placed into the Reserve Fund and the remaining 60% utilized for the High Zeta Budget.

Article X: Brotherhood Involvement

Section 1: General Statement & Description
(a) It is the duty of all members of the fraternity to be active in the organization and the FIU community.

Section 2: Brotherhood Retreat
(a) All members and associate members of the fraternity are required to attend the brotherhood retreat. Dates of the brotherhood retreats must be made public two months in advance in order to give members ample time to resolve any personal scheduling conflicts or problems.

Section 3: Homecoming
(a) All members and associate members of the fraternity shall uphold a high level of commitment toward Homecoming. These activities partner Lambda Chi Alpha with other Greek organizations, and are geared toward developing strong relationships with other organizations.

(b) Lambda Chi Alpha prides itself in its competitive spirit; therefore, it is the duty of each member and associate member to ensure that this tradition continues by making every effort to succeed in all competitive events during Homecoming.

Section 4: Dance Marathon
(a) All members and associate members of the fraternity are required to attend Dance Marathon.

(b) Dance Marathon is an event that benefits the Children’s Miracle Network, held on campus in late-January of each year.

Section 5: Relay for Life
(a) All members and associate members of the fraternity are required to attend Relay for Life.

(b) Relay for Life is an event that benefits the American Cancer Society, held on campus in late-March each year.

Section 6: Watermelon Bust
(a) All members of the fraternity are expected to attend and actively participate in Watermelon Bust, an event facilitated by Pi Phi Zeta to benefit the North American Canned Food Drive, Lambda Chi Alpha’s national philanthropy.

Section 7: Brotherhood Events
(a) The High Beta facilitates a plethora of brotherhood events every semester. The members and associate members of Pi Phi Zeta are obligated to attend all brotherhood events.

Section 8: General Campus Involvement Requirement
(a) Each member and associate member is required to be a member of, at a minimum, at least one student organization at Florida International University.
(1) Membership in the Student Alumni Association does not fulfill the Zeta’s campus involvement requirement.

Section 9: With the exception of the Committees on Rituals & Traditions and Recruitment, each Associate Member and Brother must be active in at least one of the Zeta’s Committees
(a) The entire Zeta will be members of the Committee on Recruitment
(b) The entire Zeta, with the exception of Associate Members, will be members of the Committee on Rituals and Traditions.

(c) The Zeta’s Committees are as follows:
(1) Committee on Academic and Cultural Affairs
(2) Risk Management Task Force
(3) Committee on Rituals and Traditions
(4) Committee on Fraternity Education
(5) Committee on Brotherhood Involvement
(6) Committee on Social Affairs
(7) Committee on Recruitment
(8) Committee on Alumni Relations
(9) Committees created and established

Section 10: For Associate Members and Members who cannot participate in events as enumerated in Article X, Sections 2-7 of these bylaws, said Associate Member or Member must provide, to the High Beta, at least 72 hours before said event is scheduled to take place.

Article XI: Alumni Involvement

Section 1: Definition of Alumni Involvement
(a) Alumni of Pi Phi Zeta may elect to join the Pi Phi Zeta Alumni Association

(b) Alumni must be financially current with regards to the Alumni Association in order to be in active standing with the chapter.
(1) The President of the Alumni Association (or his designee) must submit to the High Rho on a monthly basis, a list of active Alumni.

Section 2: Rules Governing Alumni Conduct
(a) All active alumni must adhere to the bylaws governing the alumni association.

Article XII: Alumni Association

Section 1: Once the Alumni Association is created and established, the definition and purpose of the Alumni Association will be enumerated in this Article.

Article XIII: Requirements to retain active member status

Section 1: The following is required to retain active member status with Pi Phi Zeta
(a) Payment of dues and fees in a timely manner

(b) Attendance at all Mandatory events

(c) Fulfill the campus involvement requirement

(d) Maintain a cumulative Grade Point Average of 2.5

(e) Attendance at chapter meetings, pursuant to Article XIV, Section 9 of these Bylaws.

(f) Be a member of at least one of the Zeta’s Committees, pursuant to Article X, Section 9 of these bylaws.
(g) Adhere to the objectives of Pi Phi Zeta and the traditions, principles and ideals of Lambda Chi Alpha.

(h) Adhere to these bylaws in executing tasks in the name of Pi Phi Zeta and Lambda Chi Alpha

Section 2: For Associate Members and Members who cannot meet the requirements as enumerated in Article XIII, Section 1 of these Bylaws, said Associate Member or Member must provide, to the High Beta just reason or cause for not being able to accomplish said tasks.

**Article XIV: Disciplinary Code**

*Section 1:* The purpose of these disciplinary codes are to clearly outline the responsibilities of all members and associate members of Pi Phi Zeta, and to clearly outline the penalty associated with non-compliance of the relative disciplinary code.

*Section 2:* Payment of dues and fees

(a) In the event that any member or associate member is one semester behind in paying his dues and fees in a timely manner, he will be placed on official probation, pursuant to Article XIV, Section 16 of these bylaws.

(b) If the member or associate member is two semesters behind in paying his dues and fees, he will be suspended from Pi Phi Zeta, pursuant to Article XIV, Section 17 of these bylaws.

*Section 3:* Attendance at mandatory events

(a) Members and Associate Members must attend mandatory events, so long as the date of said mandatory events are announced in Zeta at least three weeks before the date the event is set to take place.

(1) Failure to comply with this requirement will result in a first offense of a verbal advisement with the Standards Chair, the High Beta and/or the High Alpha.

(2) Failure to comply with this requirement will result in a second offense of written reprimand by the Executive Committee.

(3) Failure to comply with this requirement will result in a third offense of written reprimand by the Executive Committee.

(4) Failure to comply with this requirement will result in a fourth offense of a fine no less than $25, and a third and final written reprimand.
(5) Failure to comply with this requirement in the fifth and final offense will result in official probation, pursuant to Article XIV, Section 16 of these bylaws.

Section 4: Brotherhood Involvement
(a) Members and Associate Members must meet the Zeta’s campus involvement deadline by the deadline set by the High Beta, and must join at least one of Pi Phi Zeta’s Committees.
(1) Failure to comply with this requirement will result in a first offense of a verbal conversation with the Standards Chair, the High Beta and/or the High Alpha.
(2) Failure to comply with this requirement will result in a second offense of written reprimand by the Executive Committee.
(3) Failure to comply with this requirement will result in a third offense of written reprimand by the Executive Committee.
(4) Failure to comply with this requirement will result in a fourth offense of a fine no less than $25, and a third and final written reprimand.
(5) Failure to comply with this requirement in the fifth and final offense will result in official probation, pursuant to Article XIV, Section 16 of these bylaws.

Section 5: Officer Standards
(a) Officers must comply with the objectives, standards and hierarchy of their position, and requirements for remitting officer reports and officer goals and agenda.
(1) Failure to comply with this requirement will result in a first offense of a verbal conversation with the Standards Chair, the High Beta and/or the High Alpha.
(2) Failure to comply with this requirement will result in a second offense of written reprimand by the Executive Committee.
(3) Failure to comply with this requirement will result in a third offense of written reprimand by the Executive Committee.
(4) Failure to comply with this requirement will result in a fourth offense of a fine no less than $25, and a third and final written reprimand.
(5) Failure to comply with this requirement in the fifth and final offense will result in official probation, pursuant to Article XIV, Section 16 of these bylaws.
Section 6: Adherence to these Bylaws
(a) Members and Associate Members are required to adhere to these bylaws in executing tasks in the name of Pi Phi Zeta and Lambda Chi Alpha.
   (1) Failure to comply with this requirement will result in a first offense of a verbal conversation with the Standards Chair, the High Beta and/or the High Alpha.
   (2) Failure to comply with this requirement will result in a second offense of written reprimand by the Executive Committee.
   (3) Failure to comply with this requirement will result in a third offense of written reprimand by the Executive Committee.
   (4) Failure to comply with this requirement will result in a fourth offense of a fine no less than $25, and a third and final written reprimand.
   (5) Failure to comply with this requirement in the fifth and final offense will result in official probation, pursuant to Article XIV, Section 16 of these bylaws.

Section 7: Adherence to objectives, traditions, principles and ideals
(b) Members and Associate Members are required to adhere to the objectives of Pi Phi Zeta and the traditions, principles and ideals of Lambda Chi Alpha.
   (1) Failure to comply with this requirement will result in a first offense of written reprimand by the Executive Committee.
   (2) Failure to comply with this requirement will result in a second offense of a fine no less than $25, and a third and final written reprimand.
   (3) Failure to comply with this requirement in the third and final offense will result in official probation, pursuant to Article XIV, Section 16 of these bylaws.

Section 8: Academic Standing
(a) Each member must maintain a minimum cumulative grade point average of 2.5. Failure to meet this requirement will result in automatic academic probation, which the Academic and Cultural Affairs Committee is tasked with regulating.
   (1) Failure to comply with this requirement for one semester will result in mandated academic library hours for each course enrolled in for the respective semester, to be determined by the Sigma.
   (i) The Academic and Cultural Affairs Committee may either increase or relax reprimands, as enumerated in Article XIV, Section 8 of these bylaws.
(2) Failure to comply with this requirement for two semesters will result in official probation, pursuant to Article XIV, Section 16 of these bylaws (i) The Academic and Cultural Affairs Committee may increase or relax reprimands, as enumerated in Article XIV, Section 8 of these bylaws.

(3) Failure to comply with this requirement for three semesters or more will result in suspension, pursuant to Article XIV, Section 17 of these bylaws. In order to be re-instated, the member must obtain no less than a 3.0 term grade point average for the following academic term. (i) The Academic and Cultural Affairs Committee may either increase or relax reprimands, as enumerated in Article XIV, Section 8 of these bylaws.

Section 9: Attendance at meetings
(a) Each member and associate member may not miss more than two (2) meetings. Two unexcused tardies equal one unexcused absence. In order to receive an excused tardy or absence, the member or associate member must send e-mail to the High Beta at least 12 hours before the respective meeting for his absence or tardiness, respectively, to be recorded as excused. 

(1) Failure to comply with this requirement will result in a first offense of a verbal conversation with the Standards Chair, the High Beta and/or the High Alpha.

(2) Failure to comply with this requirement will result in a second offense of written reprimand by the Executive Committee.

(3) Failure to comply with this requirement will result in a third offense of written reprimand by the Executive Committee.

(4) Failure to comply with this requirement will result in a fourth offense of a fine no less than $25, and a third and final written reprimand.

(5) Failure to comply with this requirement in the fifth and final offense will result in official probation, pursuant to Article XIV, Section 16 of these bylaws.

Section 10: Proper decorum
(a) Each member and associate member is expected to maintain proper decorum in meetings. 

(1) Failure to comply with this requirement will result in a first offense of a verbal conversation with the Standards Chair, the High Beta and/or the High Alpha.

(2) Failure to comply with this requirement will result in a second offense of written reprimand by the Executive Committee.
(3) Failure to comply with this requirement will result in a third offense of written reprimand by the Executive Committee.

(4) Failure to comply with this requirement will result in a fourth offense of a fine no less than $25, and a third and final written reprimand.

(5) Failure to comply with this requirement in the fifth and final offense will result in suspension, pursuant to Article XIV, Section 16 of these bylaws.

Section 11: Dress Code
(a) Members and Associate Members are expected to dress appropriately to all chapter meetings.
(1) Attire at formal chapter meetings shall be ‘shirt and tie.’ Formal attire consists of: a pressed or ironed long-sleeve button down shirt tucked into the dress slacks, a tie worn around the collar of the long-sleeve button down shirt, dress slacks with belt worn securely around the waist, socks and dress shoes.

(2) Dress at all other chapter meetings will be defined as casual. Members should exercise caution in dressing in the appropriate attire.

(i) Failure to comply with these requirements will result in a first offense of a verbal conversation with the Standards Chair, the High Beta and/or the High Alpha.

(ii) Failure to comply with these requirements will result in a second offense of written reprimand by the Executive Committee.

(iii) Failure to comply with these requirements will result in a third offense of written reprimand by the Executive Committee.

(iv) Failure to comply with these requirements will result in a fourth offense of a fine no less than $25, and a third and final written reprimand.

(v) Failure to comply with these requirements in the fifth and final offense will result in suspension, pursuant to Article XIV, Section 16 of these bylaws.

Section 12: Hazing
(a) Hazing of any kind is prohibited.

(b) Should an Associate Member or Brother be charged and found guilty by the Executive Committee of hazing, he shall be placed on official probation, pursuant to Article XIV, Section 16 of these bylaws.
Section 13: Illegal Drug Use
(a) Attending university or Zeta sponsored events while under the influence of, or consuming and/or disseminating illegal drugs while at University sponsored and/or Zeta sponsored events is prohibited.

(b) Should an Associate Member or Brother be charged and found guilty by the Executive Committee of illegal drug use, he shall be placed on official probation, pursuant to Article XIV, Section 16 of these bylaws.

Section 14: Fines imposed in Article XIV, Sections 2 through 13 of these bylaws shall be paid within ten business days.
(a) If an unrelated offense is committed before the fine is paid, the fine becomes due and payable immediately.

(b) For every ten days that the fine is not paid, said fine is increased by 50%. Failure to pay fines after thirty business days will result in said associate member or member being placed on official probation, pursuant to Article XIV, Section 16 of these bylaws.

(c) Fines shall be placed into the Zeta’s Reserve Fund.

Section 15: Multiple offenses
(a) If a member or associate member is in non-compliance with three or more regulations stated in Article XIV of these bylaws, with each instance of non-compliance at the second stage or more, said member or associate member will be placed on official probation, pursuant to Article XIV, Section 16 of these bylaws.

(b) If a member or associate member has reached the fifth and final stage of compliance with two or more of the regulations, he will be suspended, pursuant to Article XIV, Section 17 of these bylaws.

Section 16: Official probation
(a) While on official probation, the Associate Member or Brother may not:
   (1) Attend Zeta sponsored events, with the exception of Zeta meetings
   (2) Vote
   (3) Hold office
   (4) In the case of Brothers, said Brother may not be appointed a little brother in the upcoming academic term.

Section 17: Suspension from Pi Phi Zeta means that:
(a) For Associate Members, your invitation of membership is revoked.

(b) For members, the following apply:
   (ii) You are not allowed to attend Zeta meetings

Bylaws of Pi Phi Zeta
(iii) You are not allowed to attend events sponsored by the Zeta
(iv) You will not be appointed a little brother
(v) You will not be allowed to vote on matters pertaining to the business of the chapter.
(vi) If you are officer, you will be removed from office.
(vii) You are not allowed to attend or participate in the initiation process.

Section 18: Impeachment of Officers
(a) Any member of the High Zeta or an Appointed Chairman may be impeached by the Zeta. The impeachment procedure shall take place as follows:
(1) 2/3 of the Zeta must submit a formal petition to the Executive Committee to invoke articles of impeachment against any member of the High Zeta or an Appointed Chairman.

(2) The Executive Committee may not vote to impede the impeachment proceedings. The petition being submitted to the Executive Committee is merely a procedural, and not a substantive matter.

(3) The member of the High Zeta or an Appointed Chairman shall be relieved of his duties until said impeachment proceeding takes place.

(4) The Standards Officer must chair the impeachment proceedings. If the Standards Officer is being impeached, the President must chair the impeachment proceedings. The impeachment proceeding shall take place as follows:
   (i) Presentation of the petitioner’s case, including presentation of evidence and witnesses
   (ii) Presentation of the respondent’s case, including presentation of evidence and witnesses
   (iii) Closing Arguments (first by the petitioner, then by the respondent)
   (iv) Vote (by secret ballot)

(5) 2/3 of the Zeta must vote, at the conclusion the impeachment proceedings, to either censure or remove the Associate Member or Brother from office.
   (i) If the officer is censured, the Zeta must clarify the conditions upon which the officer is able to keep his position.

   (ii) If the officer is removed, the respective officer will have 24 hours to remit any and all information as it pertains to his position.

Section 19: Powers of the Executive Committee in Executing the Disciplinary Code
(a) The Executive Committee reserves the right to adjust, on a case by case basis, with a 2/3 vote, any of the penalties outlined throughout Sections 2 through 15 of Article XIV of these bylaws.

(b) The Executive Committee reserves the right to impede, after appeal and with a 2/3 vote, official probation and suspension, pursuant to Article XIV, Sections 16 and 17 of these bylaws, respectively.

Article XV: Due Process Code

Section 1: This Article will clearly outline the rights of each member or associate member of Pi Phi Zeta.

Section 2: Members and Associate Members have the right to be informed of the regulation(s) that they have failed to meet, in writing.

Section 3: Members and Associate Members have the right to request a consultation with the High Beta to discuss the regulation(s) that they have failed to meet.

Section 4: Members and Associate Members have the right to appeal his non-compliance with a regulation.

Section 5: Members and Associate Members have the right to request a hearing with the Executive Committee at any time, for any reason, so long as a written request is submitted to the Executive Committee.

Section 6: Members and Associate members have the right to a speedy and impartial hearing from the Executive Committee

(a) The Executive Committee must expedite a hearing no later than ten days after a written explanation of non-compliance was delivered to the member or associate member, or the consultation between the charged member or associate member and the High Beta, whichever occurred the latest.

(b) If for any reason the charged member or associate member has reason to believe that he may not have received an impartial hearing before the Executive Board, he may submit an appeal explaining his reasoning.

Section 7: The charged member or associate member has the right to present evidence and call witnesses in his defense.

(a) The Executive Committee reserves the right to do the same.

Section 8: The charged member or associate member reserves the right to file an appeal on any decision rendered by the Executive Committee.
(a) The Executive Committee must adjudicate appeals filed to decisions rendered no later than ten business days from the date it was filed.

**Article XVI: Chapter Meetings**

Section 1: Definition (and purpose)
(a) Chapter meetings will serve as a means through which members and associate members stay abreast of the progress of the chapter.

(b) The High Alpha shall chair chapter meetings. In the absence of the High Alpha, the High Beta shall chair chapter meetings.

Section 2: Frequency of Meetings
(a) Chapter meetings take place once weekly.
   (1) The first meeting of each month and the last meeting of each term shall be a formal meeting.

(b) Special meetings may be called by the High Alpha or by the written petition of one-third of the active membership. The entire membership must be notified at least 24 hours in advance of a special meeting scheduled to take place.

Section 3: Quorum
(a) A majority, which is defined as $50\% + 1$ of the active members in good standing, shall constitute a quorum at any regular or special meeting of Pi Phi Zeta. Associate Members shall be considered part of the quorum in all discussions not pertaining to those matters that are reserved to fully initiated brothers.

Section 4: Who may attend
(a) Pi Phi Zeta meetings are open to the public. No person under the influence of alcohol or drugs shall be permitted to attend regular or special meetings.

Section 6: Voting
(a) Active members in good standing with Pi Phi Zeta are entitled to vote on all chapter business.
   (1) Associate members are entitled to vote in all chapter meetings except where decisions regarding disassociation and initiation are being voted upon.
   (2) Active alumni from Pi Phi Zeta may vote on the business of the active chapter.
   (3) Voting by proxy is prohibited.

Section 9: Order of Business
(a) The High Alpha shall submit and the Executive Committee shall approve the Rules of Procedure that shall govern Zeta meetings.
Section 10: Rules of Order  
(a) Robert’s Rules of Order shall govern the conduct of meetings of Pi Phi Zeta.

Article XVII: Executive Committee Meetings

Section 1: Definition (and purpose)  
(a) The powers and duties of Pi Phi Zeta’s Executive Committee are retained pursuant to Article IV, Section 7, Code IV-30 of The Constitution and Statutory Code of The Lambda Chi Alpha Fraternity.

Section 2: Members of the Executive Committee and voting privileges  
(a) The members of the Executive Committee are as follows:  
(1) Alpha, Chairman, may only vote in the event of a tie  
(2) Beta, ex-officio  
   (i) The Beta shall chair Executive Committee meetings and exercise full voting rights in the absence of the Alpha.  
(3) Gamma, ex-officio  
(4) Pi  
(5) Tau  
(6) Sigma, ex-officio and alternate member of the Executive Committee  
(7) Two At-Large, voting members, to be elected by the Zeta  
   (i) Any ex-officio member may become a voting member if he is selected by the Zeta as an At Large, voting member.

Section 3: Frequency of Meetings  
(a) Executive Committee hearings are to be scheduled either once monthly, or when there are appeals or charges of non-compliance to be adjudicated.  
(b) Members of the Executive Committee shall be notified at least 48 hours in advance of Executive Committee meetings

Section 4: Who may attend  
(a) Executive Committee meetings are open to all members, associate members and alumni of the Zeta. The Executive Committee may decide the level of privacy associated with said meetings. No person under the influence of alcohol or drugs shall be permitted to attend Executive Committee meetings.

Section 5: Order of Business  
(a) Call to Order  
(b) Old Business  
(c) New Business  
(d) Adjournment

Section 6: Rules of Order
(a) Robert’s Rules of Order shall govern the conduct of meetings of Pi Phi Zeta.

Section 7: Order of Business for hearings and appeals
(a) Opening statement
   (i) This shall be performed by the Alpha

(b) Presentation of the petitioner’s case
   (i) This shall be performed by the Alpha

(c) Presentation of the respondent’s case
   (i) This shall be performed by the charged member or associate member.

(d) Closing statement
   (i) This shall be performed by the Alpha

Section 8: Decisions of the Executive Committee
(a) The Alpha is tasked with crafting an official statement, which shall be sent to the charged member or associate member, formally informing him of the Executive Committee’s decision.

**Article XVIII: High Zeta Meetings**

Section 1: Definition (and purpose)
(a) High Zeta meetings are performed so that each member of the High Zeta can report on his progress in detailed fashion.

(b) The High Alpha shall chair High Zeta meetings.

Section 2: Quasi-judicial function of the High Zeta
(a) The High Zeta shall have a quasi-judicial function as it pertains to 50% + 1 of the members of Pi Phi Zeta.
   (1) If two or more members of the Executive Committee express concern, the Executive Committee reserve the right, at that time, to adjudicate, within one week of such event, said issue within its own body.

Section 3: Frequency of Meetings
(a) High Zeta meetings shall take place once weekly.

(b) Special meetings may be called by the High Alpha or by the written petition of one-third of the High Zeta. The High Zeta must be notified at least 24 hours in advance of a special meeting, taking place.

Section 4: Members of the High Zeta
(a) The following individuals are considered members of the High Zeta:
   (1) Pi
Section 5: Quorum
   (a) Because of the quasi-judicial function of the High Zeta, quorum is considered as 50% +1 of one members of the High Zeta.

Section 6: Who may attend
   (a) High Zeta meetings are open to the public. No person under the influence of alcohol or drugs shall be permitted to attend High Zeta meetings.

Section 7: Order of Business
   (a) The High Alpha shall submit and the Executive Committee shall approve the Rules of Procedure that shall govern High Zeta meetings.

Section 8: Rules of Order
   (a) Robert’s Rules of Order shall govern the conduct of meetings of Pi Phi Zeta.

Article XIX: Elected Officers

Section 1: Pi
   (a) For the responsibilities of the High Pi, refer to Article IV, Section 7, Code IV-14 of The Constitution and Statutory Code of The Lambda Chi Alpha Fraternity.

Section 2: Alpha
   (a) For the responsibilities of the High Alpha, refer to Article IV, Section 7, Code IV-16 of The Constitution and Statutory Code of The Lambda Chi Alpha Fraternity.

   (b) The High Alpha is responsible for the Chief Administrator of the Executive Office of the President
(c) The Office of Records and Administration and The Office of Accountability and Compliance shall fall within the jurisdiction and immediate management of the Executive Office of the President.

(d) In the instance of a temporary vacancy of the office of High Alpha, the succession, pursuant to Article IV, Code IV-4 of The Constitution and Statutory Code of The Lambda Chi Alpha Fraternity, shall be as follows: High Beta, High Theta, High Gamma, High Tau, High Iota, High Delta, High Phi, High Sigma, High Epsilon and High Rho.

Section 3: Gamma
(a) For responsibilities of the High Gamma, refer to Article IV, Code IV-18 of The Constitution and Statutory Code of The Lambda Chi Alpha Fraternity.

(b) The High Gamma shall be responsible for the Office of Records and Administration of Pi Phi Zeta

Section 4: Tau
(a) For the responsibilities of the High Tau, refer to Article IV, Section 7, Code IV-19 of The Constitution and Statutory Code of The Lambda Chi Alpha Fraternity.

(b) The High Tau shall be responsible for the Office of Budgeting, Fundraising and Donor Relations of Pi Phi Zeta

Section 5: Beta
(a) For the responsibilities of the High Beta, refer to Article IV, Code IV-17 (a) and (b) of The Constitution and Statutory Code of The Lambda Chi Alpha Fraternity.

(b) The High Beta shall be responsible for the Department of Internal Relations.

(c) The Office of Academic and Cultural Affairs, The Office of Budgeting, Fundraising and Donor Relations, The Office of Risk Management, The Office of Traditions and Rituals and The Office of Fraternity Education shall fall within the immediate jurisdiction and management of the High Beta.

Section 6: Kappa
(a) For the responsibilities of the High Kappa, refer to Article IV, Section 7, Code IV-24 of The Constitution and Statutory Code of The Lambda Chi Alpha Fraternity.

(b) The High Kappa shall be responsible for the Office of Fraternity Education of Pi Phi Zeta
Section 7: Sigma
(a) For the responsibilities of the High Sigma, refer to Article IV, Code IV-26 of *The Constitution and Statutory Code of The Lambda Chi Alpha Fraternity.*

(b) The High Sigma shall be responsible for the Office of Academic and Cultural Affairs of Pi Phi Zeta

Section 8: Phi
(a) For the responsibilities of the High Phi, refer to Article IV, Code IV-22 of *The Constitution and Statutory Code of The Lambda Chi Alpha Fraternity.*

(b) The High Phi shall be responsible for the Office of Traditions and Ritual of Pi Phi Zeta
   (1) The High Phi has final say in all matters pertaining to initiation and ritual, within reason.

Section 9: Iota
(a) For the responsibilities of the High Iota, refer to Article IV, Code IV-20 of *The Constitution and Statutory Code of The Lambda Chi Alpha Fraternity.*

(b) The High Iota shall be responsible for the Office of Risk Management of Pi Phi Zeta.

Section 10: Theta
(a) For the responsibilities of the High Theta, refer to Article IV, Code IV-17, Section (b) (2) of *The Constitution and Statutory Code of The Lambda Chi Alpha Fraternity.*

(b) The High Theta shall be responsible for the Department of External Relations.

(c) The Office of Social Affairs, The Office of Recruitment and The Office of Alumni Relations shall fall within the immediate jurisdiction and management of the High Theta.

Section 11: Delta
(a) For the responsibilities of the High Delta, refer to Article IV, Code IV-23 of *The Constitution and Statutory Code of The Lambda Chi Alpha Fraternity.*

(b) The High Delta shall be responsible for the Office of Recruitment of Pi Phi Zeta.

Section 12: Epsilon
(a) For the responsibilities of the High Epsilon, refer to Article IV, Code IV-21 of *The Constitution and Statutory Code of The Lambda Chi Alpha Fraternity.*
(b) The High Epsilon shall be responsible for the Office of Social Affairs of Pi Phi Zeta.

Section 13: Rho
(a) For the responsibilities of the High Rho, refer to Article IV, Code IV-25 of *The Constitution and Statutory Code of The Lambda Chi Alpha Fraternity.*

(b) The High Rho shall be responsible for the Office of Alumni Relations of Pi Phi Zeta.

Section 14: Succession
(a) In the event of a permanent vacancy of any position within the High Zeta, refer to Article XXIII, Section 13 of these bylaws.

**Article XX: Standards Officer**

Section 1: Objectives
(a) The Standards Officer is an appointed position by the High Alpha and confirmed by the High Zeta, and shall act as the Inspector General of Pi Phi Zeta.

(b) The Standards Officer is responsible for overseeing the Office of Accountability and Compliance, ensuring that each officer is performing his duties within the regulations set forth in Article XVIII, and Sections 3, 4, and 5 of Article XX of these bylaws.

(c) The Standards Officer is responsible for facilitating elections and assisting the High Alpha with filling vacant positions and executing Articles XX, XXII of these bylaws.

(d) The Standards Officer is responsible for maintaining a list of active members and associate members, to be referenced when voting and Big Brother appointments take place.
   (i) The Standards Officer must revise this list every month, and is responsible for informing members and associate members of their status with the fraternity.

(e) The Standards Officer is responsible for ensuring that members and associate members are in compliance with regulations set forth in these bylaws.

(f) The Standards Officer will alert the Executive Board of instances in which members and associate members are not in compliance with the regulations set forth in these statutes.
(g) The Standards Officer, at the request of the High Alpha and/or the Executive Committee, may investigate claims of non-compliance of members and associate members with these bylaws.

Section 2: Chain of Command
(a) The Standards Officer shall report to the High Alpha, and is a member of the Executive Office of the President

Section 3: Officer Standards
(a) The Standards Chair will facilitate monthly Standards Compliance Reports on all officers.

(b) Officers are expected to be familiar with the expectations in the standards documents pertaining to their position.

(c) Officers must achieve every semester a rating of “good” or better according to the standards manual. An officer who receives a rating below “good” for two or more months, consecutively, will be sent to Executive Board for reprimand.

Section 4: Officer Reports
(a) Officers shall prepare weekly reports to be presented at High Zeta and chapter meetings.

(b) Reports must be remitted to both the Standards Officer and the High Gamma on Sunday of every week, no later than 5pm.

(c) The purpose of these reports is to update the fraternity on the respective officer’s progress.

(d) All Officers must prepare reports on a weekly basis. After each general meeting, officer reports shall be posted online so that all members and associate members have the opportunity to access them at their convenience.

Section 5: Officer Goals
(a) Each position contains a set of responsibilities that each officer must perform in order to remain in good standing as an officer. These goals can be found in the officer manuals, and they will be expressly outlined with the Standards Officer and Executive Board in order to ensure that these tasks are explicitly known.

(b) Officers are required to submit their goals for the semester at least two weeks prior to the start of each academic semester for consideration and approval by the Standards Officer and the Executive Board.

Bylaws of Pi Phi Z...
Article XXI: Appointed Chair Positions

Section 1: Beginning in the spring 2011 semester, all Chair positions will be appointed. Appointed positions are created to serve the objective of assisting the High Zeta in executing particular tasks.

Section 2: The process below details how an appointed officer position is created, established and administrated:

(a) The High Alpha may submit an appeal to the Executive Board to create and establish an appointed position.

(b) The appeal must state the objective(s) of the position, the Department/Office that the position will immediately report to, and any specific regulations that will govern the respective position.

(c) At a minimum, appointed chairmen must meet the requirements pursuant to Article XX, Sections 3, 4 and 5 of these bylaws.

(d) Appointed Chairmen candidates must undergo verification process outlined in Article XXIII of these bylaws, and must meet the active member requirements enumerated in Article XIII of these bylaws.

(e) Appointed Chairmen candidates must be confirmed by the High Zeta with a 50% + 1 vote.

Article XXII: Committees

Section 1: Purpose

(a) Committees will serve as opportunities for members and associate members to get involved in respective aspects of Pi Phi Zeta.

Section 2: Process to create a committee

(a) The High Alpha has final discretion in the creation and establishment of a Committee.

Section 3: Responsibilities of Committees (once formed)

(a) Each Committee will be responsible for facilitating at least one meeting every two weeks, for which both meeting minutes and report(s) must be submitted to the Standards Officer, High Gamma and High Beta.

(b) The High Beta will be responsible for managing the Committees and is required to attend at least one committee meeting every two months, so as to evaluate the performance of each Committee.
(c) The Chairman of each committee will be responsible of Executing Article XXI, Section 3 (a) of these bylaws.

Section 4: Dissolution of Committees
(a) A Committee may be dissolved by a 2/3 majority of members and associate members.

Section 5: Ad Hoc Committees
(a) Ad Hoc Committees shall be established for whatever purpose Pi Phi Zeta determines necessary.

(b) For rules to create, establish and govern ad hoc committees please refer to Robert’s Rules of Order.

Section 6: Mandatory Committees
(a) The following Committees are mandatory pursuant to *The Constitution and Statutory Code of The Lambda Chi Alpha Fraternity*, are regulated by Article XXII, Section 2 of these bylaws and must be formulated no later than one month after the respective member on the High Zeta is installed into office:
   (1) The High Beta shall chair the Brotherhood Involvement Committee.
   (2) The High Iota shall chair the Risk Management Task force.
   (3) The High Phi shall chair the Traditions and Rituals Committee.
   (4) The High Delta shall chair the Recruitment Committee.
   (5) The High Kappa shall chair the Fraternity Education Committee.
   (6) The High Rho shall chair the Alumni Affairs Committee.
   (7) The High Sigma shall chair the Academic and Cultural Affairs Committee.
   (8) The High Epsilon shall chair the Social Affairs Committee

(b) In addition the Committee Chairman, each committee must have at least one member or associate member.

**Article XXIII: Elections Code**

Section 1: Purpose of elections
(a) The purpose of elections is to streamline the process for selecting members of the High Zeta in an effective, efficient manner.
Section 2: Facilitator of Elections
   (a) The Standards Officer, with the assistance of the current High Alpha, will facilitate Elections

Section 3: Nominations
   (a) Nominations for all positions on the High Zeta must take place no later than the third Thursday in the month of October.

   (b) Drip nominations are prohibited.

   (c) Nominations may not be made on Election Day.

Section 4: Eligibility to hold office, Nominations, Verification Process and Publication of Elections Ballot
   (a) Once nominations take place on the third Thursday in the month of October, each individual nominated must complete a verification package no later than the fourth Monday in the month of October.

   (b) Associate Members and Brothers may be nominated and run for multiple positions, but will only be allowed to hold one position on the High Zeta.

   (c) In order to hold office, members and associate members must meet the following requirements:
      (1) Must meet requirements as enumerated in Article XIII of these bylaws

   (d) The Standards Officer must verify each candidate’s eligibility to hold office no later than the fourth Wednesday of October.

   (e) If there is a position in High Zeta, after the first verification period ends, where no nominees meet the eligibility requirements, members and associate members have until the fourth Thursday of October to nominate members and associate members either at chapter or through nomination letter.

   (f) The second round of verifications must take place no later than the fourth Friday of October.

   (g) The official elections ballot must be e-mailed to members and associate members and made available online at Orgsync no later than the first Monday of November.

Section 5: Campaigning
   (a) Regulations as it pertains to campaigning shall be decided by the Zeta on the date of nominations.
Section 6: Presentations and Debate
(a) Presentation and Debate shall take place on the second Wednesday of November.
   (1) Each candidate will be given a maximum of five minutes to make presentations before members and associate members.
   (2) The Zeta will have five minutes to ask questions to nominees for High Zeta positions.

Section 7: Elections
(a) Only active members and associate members in good standing shall be allowed to vote.

(b) The Standards Chair will furnish a list of active members and associate members no later than the first Tuesday of November.

(c) Members and Associate Members who will not be able to vote in the election will be notified as to the reason(s) why.

(d) Voting will take place on the second Wednesday of November.

Section 8: Maintenance of Elections Record
(a) Elections results shall be kept for up to 364 days after said election.

Section 9: Transition period
(a) The transition period from the current High Zeta to the incoming High Zeta will take place from the second Friday in November to the first day of classes in the spring semester.

(b) The transition period will serve as a time during which the High Zeta-Elect will plan and prepare for their terms in office and obtain as much information as possible from the outgoing High Zeta.

(c) During the transition period, the High Alpha Elect must appoint and the High Zeta Elect must confirm Appointed Chairmen, pursuant to Article XXI of these bylaws.

Section 10: Installation of High Zeta-Elect
(a) The High Zeta Elect shall be installed no later than the first day of classes of the Spring term.

Section 11: Delegate qualifications
(a) General Assembly, Leadership Seminar, and any other events that require an official delegate shall be elected by the Zeta and shall have at least one full year of college work before graduation and be an active member in good standing.
Section 12: Duties of the official delegate
   (a) The official delegate to General Assembly, Leadership Seminar and any other events that require and official delegate shall attend all sessions thereof and serve on committees to which he is appointed. He shall present a report to the High Zeta and then to the active chapter following his return from the assembly.

Section 13: Special Elections
   (a) In cases where there are vacant positions on the High Zeta, the Standards Officer is tasked with facilitating a special election to fill said vacant position (s).

   (b) Nominations will be taken for up to a week after the vacancy has been announced in chapter.

   (c) Verification forms must be completed and filled out for up to one week after nominations are facilitated.

   (d) The ballot and the list of eligible voting members will be disseminated via e-mail and Orgsync no later than one day after all verifications have been conducted.

   (e) The elections will take place on the Thursday after verifications have been facilitated.

   (f) Election results will be announced on the date that elections take place.

   (g) Installment will take place no later than the week after the elections took place.

**Article XXIV: Conflicts with the Constitution and/or Statutory Code**

Section 1: All bylaws that are in conflict with the Constitution, the Statutory Code, or order of the Grand High Zeta are automatically deemed null and void.

Section 2: Said conflicts must be resolved in the manner detailed in Article XXV of these statutes.

**Article XXV: Amendments to the bylaws**

Section 1: The process as detailed in this Article of these bylaws shall govern the manner in which these bylaws may be amended. Grammatical errors and syntax corrections may be made, respectively, without the process as enumerated below.

Section 2: All members and associate members of Pi Phi Zeta may propose amendments to the bylaws.
Section 3: Amendments to these bylaws shall be facilitated by the following procedure:
  (a) Any member or associate member who wishes to propose amendments to these bylaws must submit a written statement to the High Gamma so that said amendment(s) may be voted upon by the Zeta.

(b) A 2/3 vote of active members and associate members in good standing is required in order for the proposed amendment(s) to these bylaws to become law.

(i) If the proposed amendment is approved, the Standards Chair is tasked with making the necessary revisions or insertions to these bylaws.

Section 4: One month before the end of each term, the Standards Chairman shall create an Ad Hoc Committee, pursuant to Article XXII of these bylaws, for the purpose of reviewing these bylaws and making recommendations for adjustments and additions. Said adjustments and additions must undergo the process enumerated in Article XXV, Section 3 of these bylaws.

(a) Members and Associate Members may only be allowed to sit on said committee once an academic school year.