

By-Laws of Lambda Chi Alpha
Phi-Phi Zeta
Michigan Technological University

Last Revised

January 18th, 2016

Table of Contents

ARTICLE I	5
SECTION 1: NAME	5
ARTICLE II	5
SECTION 1: OBJECTS ENUMERATED	5
ARTICLE III: LAWS	5
SECTION 1: LAWS ENUMERATED	5
ARTICLE IV: MEETINGS	6
SECTION 1: REGULAR MEETINGS	6
SECTION 2: SPECIAL MEETINGS	6
SECTION 3: QUORUM	6
SECTION 4: WHO MAY ATTEND	6
SECTION 5: RESPONSIBILITY TO ATTEND	7
SECTION 6: WHO MAY VOTE	7
SECTION 7: MAJORITY	7
SECTION 8: BEHAVIOR IN MEETINGS	7
SECTION 9: ORDER OF BUSINESS	7
SECTION 10: RULES OF ORDER	8
SECTION 11: VISITING BROTHERS	8
ARTICLE V: OFFICERS	8
SECTION 1: OFFICERS ENUMERATED	8
SECTION 2: ADMINISTRATIVE ASSISTANTS	8
SECTION 3: COMMITTEE CHAIRMEN	9
SECTION 4: ELIGIBILITY TO HOLD OFFICE	9
SECTION 5: TIME AND FREQUENCY OF ELECTION	9
SECTION 6: TERMS OF OFFICE	10
SECTION 7: UNEXPIRED TERMS	10
SECTION 8: RANK	10
SECTION 9: HIGH ZETA DUTIES	10
SECTION 10: HIGH PI – QUALIFICATIONS AND APPOINTMENT	10
SECTION 11: DUTIES OF THE HIGH PI	11
SECTION 12: GENERAL ASSEMBLY DELEGATE QUALIFICATIONS	11
SECTION 13: DUTIES OF THE OFFICIAL DELEGATE	11
SECTION 14: HOUSE MANAGER – DUTIES AND APPOINTMENT	11
SECTION 15: CROSS AND CRESCENT CORRESPONDENT – DUTIES	ERROR! BOOKMARK NOT DEFINED.
SECTION 16: INTRAMURAL CHAIRMAN – DUTIES	11
SECTION 17: HISTORIAN – DUTIES	11
SECTION 18: FIRE MARSHALL – DUTIES	ERROR! BOOKMARK NOT DEFINED.
SECTION 19: EDUCATIONAL ADVISOR – QUALIFICATIONS	ERROR! BOOKMARK NOT DEFINED.
SECTION 20: EDUCATION ADVISOR – DUTIES	ERROR! BOOKMARK NOT DEFINED.
SECTION 21: MUSIC CHAIRMAN – DESCRIPTION OF OFFICE	ERROR! BOOKMARK NOT DEFINED.

<u>ARTICLE VI: EXECUTIVE COMMITTEE</u>	12
SECTION 1: COMPOSITION	12
SECTION 2: POWERS AND DUTIES OF THE EXECUTIVE COMMITTEE	12
<u>ARTICLE VII: COMMITTEES</u>	12
SECTION 1: STANDING COMMITTEES	12
SECTION 2: ADMINISTRATION COMMITTEE	ERROR! BOOKMARK NOT DEFINED.
SECTION 3: RECRUITMENT AND IMAGE COMMITTEE	13
SECTION 4: EDUCATIONAL COMMITTEE	13
<u>ARTICLE VIII: MEMBERSHIP</u>	13
SECTION 1: MEMBERSHIP REQUIREMENTS FOR ALL INITIATES	13
SECTION 2: INACTIVE STATUS NOT PERMITTED – EXCEPTIONS	14
SECTION 3: LONG-TERM ASSOCIATE MEMBERSHIP NOT PERMITTED	14
SECTION 4: VOTING ON CANDIDATES FOR ASSOCIATE MEMBERSHIP	14
SECTION 5: MEMBERSHIP COMMITTEE	14
SECTION 6: VOTING CANDIDATES FOR INITIATION	15
SECTION 7: TERMINATION OF ASSOCIATE MEMBERSHIP	15
SECTION 8: FINANCIAL OBLIGATION OF MEMBERS	15
SECTION 9: CERTIFICATE OF TRANSFER	15
SECTION 10: NUMBERING OF INITIATES	16
SECTION 11: HOUSE RESIDENCY REQUIREMENTS	16
SECTION 12: RULES FOR ASSOCIATES AND OFFICIAL LETTERS	16
<u>ARTICLE IX: INITIATION</u>	16
SECTION 1: TIME	16
SECTION 2: MANNER OF INITIATION	16
SECTION 3: COMPULSORY ATTENDANCE	16
SECTION 4: HAZING OF ASSOCIATE MEMBERS AND INITIATES	17
SECTION 5: OFFICIAL AUTHORIZATION REQUIRED TO INITIATE	17
<u>ARTICLE X: FINANCES</u>	17
SECTION 1: ASSOCIATE MEMBERSHIP FEE	17
SECTION 2: INITIATION FEE	17
SECTION 3: GENERAL FRATERNITY ACTIVE DUES	17
SECTION 4: RESERVE FUND	17
SECTION 5: SOCIAL FEE	ERROR! BOOKMARK NOT DEFINED.
SECTION 6: PARLOR FEE	18
SECTION 7: PREPARATION OF CHAPTER BUDGET	18
SECTION 8: ALUMNI RELATIONS	19
SECTION 9: TRANSFER OF FUNDS	19
SECTION 10: WHITE ROSE FUND	ERROR! BOOKMARK NOT DEFINED.
<u>ARTICLE XI: DISCIPLINE OF THE INDIVIDUAL MEMBER</u>	19
SECTION 1: OFFENSES DEFINED	19
SECTION 2: PENALTIES DEFINED	20
SECTION 3: DISCIPLINARY POWERS OF EXECUTIVE COMMITTEE	20

SECTION 4: AUTOMATIC SUSPENSION FOR FINANCIAL DELINQUENCY	20
SECTION 5: DISCIPLINE FOR SCHOLASTIC DEFICIENCY	20
SECTION 6: FINES	21
SECTION 7: MAIL	21
SECTION 8: ILLEGAL DRUGS	21
<u>ARTICLE XII: AMENDMENTS</u>	22
SECTION 1: METHOD OF AMENDMENT	22
<u>ARTICLE XIII: CONFLICTS WITH THE CONSTITUTION & STATUTORY CODE</u>	22
SECTION 1: ANNULMENT OF CONFLICTING LAWS	22

Article I

Section 1: Name

This body shall be officially known and designated as Phi-Phi Zeta at Michigan Technological University, Lambda Chi Alpha Fraternity.

Article II

Section 1: Objects enumerated

(Amended Fall 2015)

The objects of this Phi-Phi Zeta shall be:

- First:** To maintain at Michigan Technological University in Houghton, Michigan, a Zeta of Lambda Chi Alpha in accordance with its ideals, standards, traditions, and laws as set forth in its Initiation, Constitution and Statutory Code, Grand High Zeta edicts, and the authorized rulings and orders of its general officers.
- Second:** Particularly to build up the membership, ideals, spirit, organization and physical equipment of this chapter so that affiliation therewith shall ever be regarded as an honor and a privilege of which only the finest gentlemen are worthy.
- Third:** To foster a spirit of genuine brotherhood among its members, to make welcome within its home all members and associate members in good standing of other Zetas who visit, to do all within its power to increase the friendly bond between the chapters, to develop as much as possible a universal consciousness of Fraternalism in Lambda Chi Alpha, to emphasize the fact that its badge and Initiation are sacred, that membership is for life, and that its brotherhood is universal within its membership.

Article III: Laws

Section 1: Laws enumerated

This chapter shall be governed by the following laws:

- First: Constitution and Statutory Code
Second: Initiation
Third: Orders of the Grand High Zeta
Fourth: College Regulations
Fifth: Chapter By-laws

Sixth: Chapter Minutes
Seventh: Interfraternal Council Regulations

Article IV: Meetings

Section 1: Regular meetings

The time and place of regular meetings shall be determined at the end of every semester by the High Alpha. It is the responsibility of the High Alpha to make any necessary adjustments to the regular meeting location/times when necessary. Further it is the High Alpha's responsibility to inform the chapter (via e-mail) of changes at least twenty-four (24) hours prior to the meeting

Section 2: Special meetings

Special meetings may be called by the ranking officer at any time and shall be called by him in case of necessity upon the verbal approval of five (5) or more members. Action taken by a special meeting shall be binding on the Zeta, provided a reasonable attempt shall have been made to notify all members at least twenty-four (24) hours prior to and that such notice states specifically the purpose of the proposed meeting. Notice may be waived if three-fourths of the Zeta is present and all consent.

Section 3: Quorum

A majority of members in good standing of the active Zeta shall constitute a quorum at any regular or special meeting of this Zeta. There shall be no voting by proxy. Absentee ballots may be cast only in elections for Zeta officers. Absentee ballots may be cast for the election of candidates for initiation, providing absent brothers so voting shall have been on campus for at least six (6) weeks of the associate membership, and only where the absence was a result of a required part of the curriculum.

Section 4: Who may attend

Members and associate members in good standing of the active and alumni units of the Michigan Technological University Zeta and members of the Grand High Zeta or their official representatives may attend business meetings without examination except as to their identity, when necessary. Persons known by members and associate members of Lambda Chi Alpha may attend by invitation only. Any persons considered by the Parliamentarian or High Alpha to be causing a disturbance, due to alcohol intoxication, or for other reason, shall, after due warning, be told by the High Alpha to leave the Meeting Room.

Section 5: Responsibility to attend

It is the duty and responsibility of each initiated and associated member to attend all properly convened regular and special meetings.

Section 6: Who may vote

Members and associate members in good standing are entitled to vote in this Zeta. Alumni members may be allowed a vote by special action of the Zeta. Associate members may not vote on candidates for initiation or on matters concerning the Initiation.

Section 7: Majority

Unless otherwise specified, a majority vote shall be ample for any action of this body. By majority shall be meant more than half of the active members and associate members in good standing present at any properly called meeting.

Section 8: Behavior in meetings

(Amended Fall 2015)

1. No alcoholic beverages or illegal drugs will be allowed at any regular or special meetings.
2. Disorder in a regular or special meeting shall not be tolerated. No levity or conduct not in strict keeping with the spirit and gravity of the rites of the Fraternity shall be approved at any meeting.
3. Adherence to the rules of order described in ***Section 10*** of this article will be enforced by the acting Parliamentarian.

Section 9: Order of Business

The following shall be the Order of Business in regular meetings:

1. Call to order
2. Roll call
3. Formal opening ceremony (not compulsory)
4. Report of Officers and Committees
5. Old Business
6. New Business
7. Adjournment
8. Announcements
9. Pass the Gavel
10. Formal closing ceremony (not compulsory)
11. Executive Committee Meeting (when necessary)

Section 10: Rules of order

Robert's Rules of Order (Revised), in the absence of other rules, shall govern the conduct of meetings of this chapter. The following rules shall be in force:

1. A member shall be addressed as "Brother (Name)"
2. Officers shall be addressed by their official titles: "Brother High Alpha," etc.
3. Once properly recognized by the chair, a member shall stand.
4. Motions shall be announced in front of the chapter. A seconded motion opens pertinent discussion of the topic. If a call to question is so moved, a chapter vote will be taken.

Section 11: Visiting brothers

Visiting members and associate members, upon giving satisfactory evidence of their membership, may be admitted to meetings, and at the beginning of the meeting, shall be introduced by the High Alpha and give an opportunity to briefly address the chapter.

Article V: Officers

Section 1: Officers enumerated

The elected officers are as follows in ranking order:

High Alpha	President
High Beta	Internal Vice-President
High Theta	External Vice-President
High Gamma	Secretary
High Tau	Treasurer
High Kappa	Fraternity Educator
High Delta	Recruitment Chairman
High Phi	Ritualist
High Iota	Risk Manager
High Sigma	Scholastic Chairman
High Epsilon	Social Chairman
High Rho	Alumni Secretary

Section 2: Administrative Assistants

(Amended Fall 2015)

The following administrative assistants will be elected or appointed at the time of officer elections:

- A. Elected Administrative Assistants
 - a. Executive Committee Members (Voting) Two (2)

- b. Executive Committee Alternate (Non-Voting) One (1)
- c. House Manager/House Bills One (1)

- B. Appointed Administrative Officials
 - a. Winter Carnival Chairman One (1)
 - b. Intramural Chairman One (1)
 - c. Historian – Photographer One (1)
 - d. Big Brother – Little Brother Coordinator One (1)
 - e. Standards Chair One (1)

It is the responsibility of the High Alpha or designated Delegates that are appointed by the High Alpha and are brothers of the Phi Phi Zeta to attend Interfraternal Council Meetings weekly and report to the chapter. If unable to attend, it is further their responsibilities to find a replacement.

Section 3: Committee Chairmen

(Amended Fall 2015)

The following shall be standing committees and their respective chairmen:

Executive Committee	High Alpha
Recruitment and Image Committee	High Delta
Risk Management Committee	High Iota
Philanthropic Committee	High Theta

Additional committees may be formed by the High Beta with the approval of the Executive Committee.

Section 4: Eligibility to hold office

Except as authorized by the Grand High Zeta, no member may hold a High Zeta office unless he shall be an active member, associate or initiate, in good standing. An elected Administrative Assistant must be a member, associate or initiate, in good standing. An Appointed Administrative Assistant may be any member, associate or initiate.

Section 5: Time and frequency of election

(Amended Winter 2013)

Regular election to active officers shall be held annually. Officer elections will be handled in the following order:

- 1) Nominations are opened three (3) weeks prior to the end of the Fall Semester and tabled for one (1) week.
- 2) Nominations are re-opened two (2) weeks prior to the end of the Fall Semester and closed.
- 3) Elections are held one (1) week prior to the end of the Fall Semester.

- 4) Officer transitions are the responsibility of both the incoming and outgoing officers. Transitions must take place prior to winter break and be reported to the Standards Chair.
- 5) Officer terms will begin officially on January 1st of the following year and terminate December 31st of the same calendar year.

If an officer chooses to terminate his duties at the end of the spring semester, that office will be re-elected using the above formality. The incoming officer will assume responsibilities immediately and their office will terminate December 31st of that year.

Section 6: Terms of office

Shall be for one year (January 1st-December 31st)

Section 7: Unexpired terms

Unexpired terms shall be filled by election as soon as possible following the creation of a vacancy in office.

Section 8: Rank

Officers shall rank as follows: High Alpha, High Beta, High Gamma, High Tau, High Kappa, High Delta, High Phi, High Iota, High Sigma, High Epsilon, High Rho.

Section 9: High Zeta duties

Shall be in strict compliance with the Statutory Code as defined in Article 3 Code 3-8 and 3-9 .

Section 10: High Pi – Qualifications and appointment

The High Pi shall be the Chancellor of the Active Zeta. He shall be appointed by the Grand High Pi upon the recommendation of the Executive Committee of the active Zeta, taking into consideration the interests and welfare of the Active Zeta and the probable compatibility of the proposed individual in relation to the personnel of the chapter. He shall be an alumnus, faculty or honorary member in good standing and need not be an initiate of the chapter he serves. The term of each High Pi shall expire two years after the date of his appointment, but upon the recommendation of the Executive Committee of the Active Zeta, he may be re-appointed by the Grand High Pi for successive terms of two years each. The Grand High Zeta may terminate the office of a High Pi at any time such action, in its judgment, is advisable. No Active Zeta shall pay a High Pi for his services, and a High Pi, by accepting payment for any services to the Fraternity, shall automatically disqualify himself from holding that position.

Section 11: Duties of the High Pi

Shall be in strict compliance with the Statutory Code as defined in Article 3, Code 3-8 a.

Section 12: General Assembly delegate qualifications

The official Delegate shall be elected by the undergraduate Zeta and shall have at least one full year of college work before graduation, except in special cases approved by the Grand High Zeta. He shall be an active member in good standing.

Section 13: Duties of the official delegate

The Official Delegate of the General Assembly shall attend all sessions thereof and serve on committees to which he is appointed. He shall present a complete report of the proceedings at the first regular Zeta meetings following the Assembly.

Section 14: House Manager – duties and appointment

(Amended April 10, 1989)

There shall be one House Manager. This Manager will be voted on as done with the Zeta Offices. The titles and duties of the House Manager are as follows:

Note: There should also be appointed a summer House Manager to take care of all duties during the summer months.

House Treasurer: He is responsible for all financial aspects of the house.

House Manager in Charge of Repairs/Renovations: He shall handle all house improvements, clean-ups, and other maintenance jobs around the house.

Section 15: Intramural Chairman – duties

The duties of the Athletic Director shall be as follows:

1. He shall be in charge of all sporting events.
2. He shall supervise intramural sports.
3. He shall appoint team captains.
4. He shall be responsible for all athletic equipment.

Section 16: Historian – duties

The duties of the Historian shall be as follows:

1. He shall keep the Zeta scrapbook.
2. He shall keep a chronological history of the Zeta.

Article VI: Executive Committee

Section 1: Composition

The High Alpha, High Pi, High Tau, two (2) voting Collegiate Brothers or Associate members elected by the Zeta shall constitute the Executive Committee of the Zeta. The Chapter shall also elect an alternate member who is authorized to exercise full voting privileges in the absence of any member of the committee, except with reference to the absence of the High Pi or High Alpha. The High Beta shall be an ex-officio member of the committee without a vote unless he has been elected as an at-large or alternate member, or is voting in the absence of the High Alpha.

Section 2: Powers and duties of the Executive Committee

The Executive Committee shall act for the Zeta in all matters not requiring the vote of the entire membership and not otherwise provided for in the laws of the Fraternity or by the By-laws of the Zeta. It shall have the specific powers and duties:

1. Preparation of the annual budget is to be approved by a majority vote of the Zeta. Any motion or action to alter the provisions of this budget must originate with the Executive Committee or from one of the aforementioned agencies.
2. Sole authority in the hiring, dismissing and determining of all salaries for all regular compensated employees of the Zeta with the approval of whatever agency of financial supervision may be authorized, granting the right of any member of the Zeta to request a vote of the Zeta to confirm such action.
3. Declaring a vacancy in the High Zeta or other elected and appointive offices because of incompetence and filling the same by appointment or special election when necessary, granting the right of any member to request a majority vote of the Zeta on the dismissal or the new appointment of both.
4. Authority to impose any penalty short of expulsion in private informal hearing for cause, granting the right of any disciplined member to demand a formal disciplinary hearing before the Zeta. If no hearing is demanded, the finding and sentence of the Executive Committee shall be deemed as final, official and binding. A full record of the proceedings shall be kept which must show briefly the charges, the evidence and the punishment imposed.
5. Representing the Zeta in all transactions with the Housing Corporation.

Article VII: Committees

Section 1: Standing committees

The Standing Committees and their respective chairmen are outlined in Article V.

These committees will remain standing until they are found unnecessary to Zeta operations by the High Zeta at which time the High Beta will declare them inactive. The High Beta shall appoint all new Standing and Temporary Committees and their chairmen unless election is desired by the active Zeta. The maximum term of office of the committee chairman shall be one year or until the committee is declared inactive.

Section 2: Recruitment and image committee

The recruitment and image committee shall be a standing committee chaired by the High Delta and assisted by appointed members. The responsibilities of this committee shall be to plan in order to strengthen the Brotherhood in the Zeta, campus, and community, plan and organize activities involving the entire Zeta to recruit new members, to provide a creative, high quality, social life for the entire Zeta, and to investigate and follow up on housing possibilities for the Zeta and to maintain correspondence with local and distant alumni.

Section 3: Risk Management committee

The Risk Management committee shall be a standing committee chaired by the High Iota and assisted by appointed members. The responsibilities of this committee shall be to plan in order to improve the safety of the Zeta, chapter house, and related activities within.

Section 4: Philanthropic committee

The Philanthropic committee shall be a standing committee chaired by the High Theta and assisted by appointed members. The responsibilities of this committee shall be to plan and help organize philanthropy and service events.

Article VIII: Membership

Section 1: Membership requirements for all initiates

The general fraternity is and shall remain the sole and final authority of the requisites for membership in Lambda Chi Alpha. Only the following shall be eligible for membership in Lambda Chi Alpha: College men of good moral character whose ideals, characteristics, and attainments are such as will make them compatible, congenial, and worthy members of the fraternity, who comply with the laws of the fraternity, and who are not members of any unit of any similar national or local general social college fraternities, auxiliaries of any national or local general social college fraternity, clubs or other groups of like character at Michigan Technological University.

All initiates, except honorary members at the time of initiation, shall be either students at Michigan Technological University where a Chapter or Colony of Lambda Chi Alpha is established, or former active members of a local society to which a Lambda Chi Alpha charter has been granted, except that, in unusual cases, students or instructors otherwise meeting the regular requirements for membership may be initiated with special permission of the Grand High Zeta.

All initiates that are students at Michigan Technological University must be at least first term freshmen with a GPA consistent with Code IV-4, first term transfer with a GPA consistent with Article IV, Section 4, or transferred associate with a GPA consistent with Article IV, Section 4. Special cases are to be referred to the Executive Committee. No candidate of whatever membership classification shall be initiated unless he shall have paid in full in cash in advance the initiation fee of the Zeta.

Section 2: Inactive status not permitted – exceptions

Shall be in strict compliance with the Constitution and Statutory Code as defined in Article IV, Section 1, Code 4-2.

Section 3: Long-term associate membership not permitted

Shall be in strict compliance with the Statutory Code as defined in Section 2 Code 4-6

Section 4: Voting on candidates for associate membership

A vote for the association of a man to the fraternity may be taken at any scheduled meeting provided a quorum of Brothers and Associate Members is present and a quorum of Brothers is voting. A prospective associate member's name must be proposed by one member of the Active Zeta and the proposal seconded by another. Favorable percentage necessary for association shall be 75 percent. Where only the minimum number of unfavorable votes is cast, the member or members voting negatively, whether or not a secret ballot has been cast, shall, upon request of any member, declare themselves and give reasons for so voting. Whereupon another vote shall be taken on the prospective associate member in which at least one unfavorable vote over the minimum number specified shall be required to reject the prospective associate member. A member voting unfavorably who, under the above circumstances, refuses to declare his reason for voting negatively shall be regarded as having surrendered his original ballot as if he had never voted.

Section 5: Membership committee

(Amended 3 April 1984)

If a committee on Membership is deemed necessary, the body must be elected by the Zeta prior to any action being taken by the Committee. The Committee on Membership shall be granted the sole authority to officer or decline to offer bids of associate membership in Phi-Phi Zeta in accordance with the provisions outlined in

Article 4 Code 4-5 of the Constitution and Statutory Code. The “rushing season” shall be defined as the first ten weeks of each semester

Section 6: Voting candidates for initiation

A vote for membership may be taken at any meeting of the Active Zeta provided a quorum is present. A prospective initiate’s name must be proposed by a member of the Active Zeta and the proposal seconded by another. The final vote on a candidate for initiation shall be held at a time to be determined by the Active Zeta. Favorable percentage for initiation shall be eighty-seven percent. Where only the minimum number of unfavorable votes is cast, the member or members voting negatively, whether or not a secret ballot has been cast, shall, upon request of any member, declare themselves and give reasons for so voting. Whereupon another vote shall be taken on the prospective member in which at least one unfavorable vote over the minimum number of above specified shall be required to reject the prospective member. A member voting unfavorably who under the above circumstances refuses to declare his reason for voting negatively shall be regarded as having surrendered his original ballot as if he had not voted.

(Amended 26 April 1992)

If an insufficient number of favorable votes are cast on such a final vote to accept a candidate, his associate membership shall be terminated only at the discretion of the brotherhood with re-association possible only as provided in Article 4 Code 4-6 of the Constitution and Statutory Code.

Section 7: Termination of associate membership

Associate membership may be terminated at any time by a vote of the Active Zeta membership present and voting, provided the action on such motion lie on the table for one week prior to termination. The number of votes necessary to continue associate membership shall be eighty-seven (87) percent.

Section 8: Financial obligation of members

(Amended Fall 2015)

Members shall pay promptly all legally assessed dues, room and board charges, parlor fees, assessments and fines.

Section 9: Certificate of transfer

A duly initiated member who transfers to a college or university other than the one at which he was initiated may affiliate with the Subordinate Zeta located at such institution provided he presents a Certificate of Transfer from his initiating Zeta attesting to his good standing with his Zeta.

Section 10: Numbering of initiates

Each initiate shall be assigned a number upon completion of initiation. The series of number for each Subordinate Zeta shall start with one and continue upward regularly without interruption. The assignment of these numbers shall be random within each initiated class. There shall be no changing of numbers after they have been reported to the Office of Administration as a part of the initiate's biographical record, and numbers shall remain in the roll of the subordinate Zeta in cases of death, resignation and expulsion and never be re-assigned.

Section 11: House residency requirements

(Amended Fall 2015)

If there is a chapter house provided, you must live in it for at least two years. If the house is full, decisions determining who is not living in the house will be made by the Executive Committee, using in order, house seniority, pin number, offices, and Beta points. People living outside the house will be issued a parlor fee, decided by the Executive Committee. Room assignments will be decided by the same stipulations as living in the house. There must be a minimum of 12 brothers living in the house unless that number exceeds the number of active members.

Section 12: Rules for Associates and official letters

(Amended April 14, 1989)

Associate members may purchase and wear Lambda Chi Alpha clothing or paraphernalia. They may also be allowed to wear Lambda Chi Alpha clothing and paraphernalia given to them or lent to them by a Brother of Lambda Chi Alpha.

Article IX: Initiation

Section 1: Time

The time for initiation of associated members shall be designated by the Executive Committee upon recommendation of the High Phi.

Section 2: Manner of initiation

This Zeta shall associate, initiate and educate men only in strict accordance with the Laws of the Fraternity.

Section 3: Compulsory attendance

Every active member of this Zeta shall be required to attend, and participate in when necessary, in all initiation activities.

Section 4: Hazing of associate members and initiates

Hazing of associate members and initiates shall not be permitted at any time whether on or off fraternity premises. Hazing is defined as any action or situation created intentionally to produce physical discomfort or mental discomfort by embarrassment, harassment, or ridicule. Constructive work assignments, ritualistic ceremonies and discipline of initiates and associate members authorized by the Laws of the Fraternity shall not be prohibited hereunder.

Section 5: Official authorization required to initiate

This Zeta shall not proceed with an initiation unless first it shall have obtained from the Office of Administration a written or telegraphic Authorization to Initiate bearing the signature of the Executive Director and attesting to the fact that the candidate's General Fraternity Associate Member and Initiation fees have been received by the Office of Administration.

Article X: Finances

(Amended Spring 1985)

Section 1: Associate membership fee

Shall be the amount specified by the Grand Assembly or Leadership Seminar. The fee shall be forwarded to the General Fraternity Office of Administration.

Section 2: Initiation fee

Shall be the amount specified by the Grand Assembly or Leadership Seminar. The fee will be due the day before initiation, which shall be forwarded to the General Fraternity Office of Administration.

Section 3: General Fraternity Active Dues

Each active member shall be assessed dues at the beginning of each semester. The dues are consistent with the Fraternity's budget. Said dues will be forwarded to the Office of Administration of the General Fraternity.

Section 4: Reserve fund

Each member and associate will be charged a minimum of \$15.00 per semester, which shall be added to the Reserve Fund, a separate savings account, and which shall be used only for the purpose specified in Code VII-22.

Section 5: Parlor fee/Out of House Fee

Each member and associate member associated during a previous semester, living outside of the designated Phi Phi fraternity house, will be charged a minimum of \$30.00 each semester or a reasonable amount disclosed by the Executive Committee.

An Out of House fee is established once less than 18 brothers live in the fraternity house.

Each member and associate member, who is not under mandatory campus housing, ruled by the University, based on Academic scholarship, must pay an Out of House fee if he chooses to not live in Phi Phi fraternity house. The money collected shall be used to either pay the house's rent, or placed in the chapter reserve funds. This is at the discretion of the Executive Committee. The minimum cost of the out of house fee is \$125.00, to a maximum of \$325.00 each semester. The rate will vary between the minimum and maximum by the discretion of the Executive Committee.

Section 6: Preparation of chapter budget

The High Zeta shall prepare the budget of the Phi-Phi Zeta prior to March 31st of each year and, present the same budget to the Executive Committee for final consideration and approval before April 7th of each year. The approved budget shall be placed before the Zeta by April 30th and placed on the table for one week. A two-thirds favorable vote of those present and voting is required for adoption of the budget.

Code X-1: The annual dues of each active member within the Zeta shall not be less than \$100.00 (one hundred) dollars.

Code X-2: The annual dues of each associate member within the Zeta shall not be less than \$60.00 (sixty) dollars.

Code X-3: General Operating Budget

1. There will be a General Operating Budget to which shall be charged all the expenses of maintaining the administration of the Zeta and all the direct expenses of operation.
2. The budget shall be created with actual revenue from the following:
 - a. Phi-Phi Zeta annual active dues
 - b. Phi-Phi Zeta annual associate dues
 - c. Predetermined alumni donations

Code X-4: The General Operating Budget shall be divided as follows:

1. Involvement Committee shall receive a maximum of 24% (twenty-four percent) of the General Operating Budget to achieve its duties as outlined in Article VIII Section 2 and to provide:

- a. IFC dues
 - b. Chamber of Commerce dues
 - c. Homecoming fees
 - d. Winter Carnival fees
 - e. Greek Week fees
2. High Gamma shall receive funds to maintain the administration of the Zeta.
 3. High Tau shall receive funds to maintain the financial records of the Zeta.
 4. Social Committee shall receive a maximum of 9% to achieve its duties as specified in Article VII Section 7.
 5. Phi Committee shall receive funds to maintain the initiation equipment and provide for expenses incurred.
 6. Recruitment Committee shall receive a minimum of 14.5% to achieve its duties as specified in Article VII Section 5.
 7. Education Committee shall receive funds to achieve its duties as specified in Article VII Section 4.
 8. Cultural-Scholastic Chairman shall receive funds to achieve its duties as specified in Article VII Section 6.
 - a. Intramural chairman shall receive funds to cover cost of all intramural registration fees.
 9. Photo/Historian shall receive a maximum of 10% to cover the cost of a composite for the Zeta, and the cost of purchasing and developing film for the photo albums.
 10. Song Chairman shall receive funds to provide music for each member of the fraternity.
 11. White Rose fund shall receive a minimum of 10% of the General Operating Budget to pay for the cost of the Zeta's formal dance and dinner.

Section 8: Alumni relations

Shall be supported by donations from Phi-Phi Zeta alumni.

Section 9: Transfer of funds

The transfer of funds within the General Operating Budget shall require a two-thirds (2/3) favorable vote of the entire Zeta.

Article XI: Discipline of the individual member

Section 1: Offenses defined

1. National – Members must abide by the laws of the Fraternity as defined in Article I, Section 3 of the Constitution.
2. Zeta – Members must abide by the By-Laws and acts of the Zeta and acts of the Committee and officers as provided for by said laws.

Section 2: Penalties defined

Penalties are defined in Article 7 and 8 of the Statutory Code.

Section 3: Disciplinary powers of Executive Committee

Disciplinary powers of the Executive Committee are as defined in Article 7 Section 3 of the Statutory Code.

Section 4: Automatic suspension for financial delinquency

1. Delinquency defined – Any active member who shall not have paid his Zeta bill by the tenth calendar day after such bill is due shall be considered delinquent.
2. Penalties for financial delinquency:
 - a. The names of all men delinquent and the amount owed by them shall be posted on the Zeta's bulletin board.
 - b. Any member twenty calendar days delinquent shall be automatically suspended. The type of suspension is decided by the Executive Committee.
 - c. A ten (10) percent per month fine shall be imposed on delinquent bills until paid.
 - d. Financial hardship – In case of undue financial hardship, upon the petition of a member with the recommendation of an Active Zeta and an administrative officer of the fraternity, the Grand High Zeta may grant inactive status to said member to extend through the end of the academic year in which the member presents his petition.

Section 5: Discipline for scholastic deficiency

(Amended Fall 2015)

1. Scholastic deficiency defined – Any semester or cumulative grade point average below 2.5 will be considered deficit.
2. Penalties for scholastic deficiency:
 - a. The first term will mean scholastic probation. The High Sigma shall report to the Office of Administration, and present to the Executive Committee the names of all members on scholastic probation. Such members will be required to appear before the Executive Committee within two weeks of the beginning of the semester. If he does not approach the Executive Committee he will be called before them.
 - b. The second term on scholastic probation means such the member will meet regularly with the Executive committee, the High Sigma, or such other person designated by the Executive Committee to review his academic progress and to provide academic assistance, The member cannot hold any elective or appointive office in the Chapter; provided that a Member on scholastic probation who has not yet received his grades for the current grading period by the time of Chapter elections

for a future term may be conditionally elected to an office, but he shall be removed from office automatically should he fail to meet the minimum scholastic average. The member cannot attend Chapter functions that the Executive Committee feels would interfere with his academic progress.

- c.
 - d. The third consecutive term a brother fails to meet the minimum scholastic average will mean the member is put on scholastic suspension. The Executive Committee will set its own terms for the member, but the minimum shall be to meet regularly with the Executive Committee, the High Sigma, or such other person designated by the Executive Committee to review his academic progress and to provide academic assistance; and not vote, hold office, represent the Chapter in any kind of activity, or attend any Chapter functions other than Chapter meetings, or, at the discretion of the Executive Committee, reside in or take meals at the Chapter House..
3. Last term seniors – No action is to be taken on a last term senior if his cumulative grade point average meets graduation requirements.
 4. Standing after graduation – A member being disciplined for scholastic deficiency shall, upon graduation, automatically become an alumnus in good standing.

Section 6: Fines

1. The Executive Committee – The Executive Committee shall be responsible for imposing fines.
2. Zeta Acts – persons shall be subject to fines defined by Zeta By-laws and Zeta Acts.
3. There shall be a fine system such as follows for anyone caught using tobacco products within the chapter house. \$20.00 the first time, \$50.00 the second and expulsion from the house on the third.
4. The following fines shall be assessed for anyone caught breaking any of the party policies. \$20.00 the first time, \$40.00 the second and social probation on the third offense.

Section 7: Mail

1. Tampering with personal mail – no members shall open or disturb the mail of another member.
2. Fraternity mail – Only the High Alpha or the High Gamma or upon their absence, the highest ranking official shall have the right to open mail addressed to the Zeta.

Section 8: Illegal drugs

No member or member's guest shall possess and/or use an illegal drugs at any function given or attended in the name of Lambda Chi Alpha Fraternity. Disciplinary action for such possession and/or use shall consist of immediate expulsion from the function and such other penalties as the Executive Committee may direct.

(Amended 2 May 1983)

Any brother or associate accused of misusing alcohol or any illegal substance will be brought before the Executive Committee. Penalties may include a \$25.00 fine and/or exclusion from fraternity activities. Absolutely no use of alcohol or any illegal substances will be permitted at the chapter house during Brotherhood Week and on the day of the Initiation.

Article XII: Amendments

Section 1: Method of amendment

Amendments to these By-Laws shall be read at a regular meeting of the Zeta and shall lay over for at least one week thereafter. A two-thirds vote shall be required for the amendment of the By-laws. These By-laws and any amendments thereto shall become effective when approved by the Grand High Alpha, Grand High Pi, and the Dean of Students at Michigan Technological University.

Article XIII: Conflicts with the Constitution & Statutory Code

Section 1: Annulment of conflicting laws All By-laws or parts of laws in conflict with the Constitution and Statutory Code are herewith annulled and repealed.

Date Approved: 1/18/2016

High Alpha

Name: Charles S. Hubbard

Signature: 

High Pi

Name: Michael C Gloss

Signature: 