**Alpha Omega Theta Christian Fraternity Inc**.

**National Constitution**

**PREAMBLE**

We the members of the Alpha Omega Theta Christian Fraternity Inc. do ordain this constitution for the members of the Alpha Omega Theta Christian Fraternity Inc. In accordance with the rules and regulations that govern the fraternity according to the laws of the State of Missouri and the laws of the United States of America.

**ARTICLE I: NAME AND TYPE**

Alpha Omega Theta Christian Fraternity Inc. is a non-profit, Social Christian organization and ministry primarily focused to men. Alpha Omega Theta Christian Fraternity Inc. is a fraternity founded on the bible, with the aim of helping grow men spiritually, mentally, and physically according to biblical doctrine. Alpha Omega Theta Christian Fraternity Inc. emphasizes on ministry, community and campus involvement. Alpha Omega Theta Christian Fraternity Inc. shall hereafter be known as “Alpha Omega Theta” or “”.

**ARTICLE II: MISSION STATEMENT**

Alpha Omega Theta will establish an organization for all Christian audiences through various activities. We will promote holy living through life applications as well as assistance to the community.

**ARTICLE III: PURPOSE**

Alpha Omega Theta’s purpose is to bring men closer to Christ through brotherhood and Christian fellowship. While establishing unity, leadership, and integrity as its main pillars of belief, Alpha Omega Theta will also build minds geared for growth and success spiritually, economically, and in everyday life.

**ARTICLE IV: OBJECTIVES**

Alpha Omega Theta has these primary objectives:

1. To evangelize the word of GOD to college age men through unity and fellowship.
2. To form a brotherhood where Christianity is the foundation and focus.
3. To shape the minds of men to focus on there beliefs in Christ while becoming professional and responsible members of society.

Alpha Omega Theta Christian Fraternity Inc. shall pursue its purpose and these objectives to their fullest potential, in the area of academics, campus relations, the community, and any ministry or other Christian events that  deems appropriate.

**ARTICLE V: MEMBERSHIP**

**Section 1 Membership Requirements**

Membership shall be limited to undergraduate or graduate students, graduated men possessing a bachelor, master, doctorate or Ph.D. Also faculty and staff members who are members of the campus community where the local chapter of Alpha Omega Theta is established.

Membership shall not be denied to any person(s) because of age, race, handicap, and/or nationality, etc except for gender and religious beliefs which includes sexual orientation/preference at the discretion of the fraternity. (Ladies are encouraged to apply for membership in ’s parallel, Alpha Theta Omega Christian Sorority Inc. “”)

The procedures for full membership into Alpha Omega Theta are as follows:

1. An informational will be conducted separately for all interested men wanting to become a part of Alpha Omega Theta. The informational will consist of a meet-and-greet, a presentation on the ministry’s history, and further instructions for the aspirants.
2. Complete the required application that is given, which consists of academic status verification (a minimum 2.3 GPA), religious history, 3 letters of recommendation (2 personal, 1 professional) and essay questions.
3. Any applicant who fulfills all the above requirements will begin the orientation process.
4. Complete all the levels of the orientation process
5. Submit all membership dues.
6. “Crossover” an event that signifies that applicant has completed all above steps and is now a full member of .

**Section 2. Membership Types and rights**

The Alpha Omega Theta Christian Fraternity Inc. membership will be composed of active members, associate members, and alumni members.

To be an active member of  one must:

1. Submit annual dues (dues are subject to changes refer to bylaws)
2. completed all initial membership requirements (MOP) of the fraternity
3. cannot be members of any other social Greek-lettered organization, apart from a National Honor Society and/or various other honor, merit, and/or academic honor society

Active members have the ability to vote, hold office, attend functions/meetings and officially represent the fraternity. Active members are entitled to all rights and privileges of the fraternity and must assume all obligations therein

To be an associate member of AOT one must:

1. Fulfill the same requirements for membership as an active member.
2. Be removed from the immediate location of the chapter of initiation and not hold an office or active role in chapter affairs.

To be an alumni member of AOT one must:

1. fulfill the same requirements for membership as an active member
2. have graduated from an 4 year degree program university,and other post secondary educational institutions requiring certifacation. (i.e. trade school, apprenticeship, culinary arts, etc.)

**Section 3.**

All decisions concerning must be made by a majority 2/3 vote in favor of the decision. All members need to be present in order to conduct all business or changes. The members of must know and approve all transactions made by the chapter officers and advisors.

**ARTICLE VI: OFFICERS AND OFFICER DUTIES**

**Section 1.**

The officers of Alpha Omega Theta shall consist of the following positions in the order of authority; Path Setter (President), Path Keeper (Vice-President), Path Protector (Secretary), and Path Sustainer (Treasurer). There will also be an advisor appointed or elected at the member’s discretion.

 All members in good standing shall be eligible to be an elected officer of after one semester of active membership.

To be eligible as an elected officer one must:

1. Maintain a minimum 2.5 GPA.
2. Be in good academic standing with their educational institution
3. Fulfill the same requirements for membership as an active member
4. Be an active member

**Section 2 Officer Duties**

The Path Setter (President) shall:

1. Preside over all meetings and official hearings as chair of Alpha Omega Theta Fraternity.
2. Approve a chair to any standing committee
3. Meet all officer eligibility requirements
4. Hold full executive authority of the fraternity
5. Represent the fraternity in all intercampus and extra campus capacities
6. Report to the fraternity members on issues
7. Work in conjunction with the Path Sustainer and committee members to prepare an annual fraternity budget
8. Have authority to authorize and sign for expenditures within the fraternity’s budget
9. See that the Constitution and Bylaws of the fraternity are followed
10. See that the other officers fulfill their responsibilities
11. See that the fraternity as a whole accomplishes its goals and fulfills its responsibilities and purpose
12. Call special meetings of the chapter
13. Appoint ad hoc committees, executive positions, and bylaws
14. Assume any additional responsibilities that the Bylaws or the fraternity may demand
15. Make frequent reports to the national board and oversee other officer to the national board reports

The Path Keeper (Vice-President) shall:

1. Represent the fraternity in the absence of the Path Setter
2. Arrange social events and activities for the fraternity.
3. Act as chair in the absence of or at the request of the Path Setter
4. Be prepared to assume the duties of the Path Setter at any time
5. See that the fraternity is informed in all decisions and affairs
6. Report to the fraternity on issues
7. Appoint members to committees
8. Be responsible for publicity of issues and events outside of the fraternity
9. Coordinate with the Path Protector and chairs in the distribution of member issues among the committees
10. Maintain channels for members to express opinions
11. Coordinate, oversee, and recommend changes in the work of all fraternity committees
12. Assume any additional responsibilities that the Path Setter, Bylaws, or fraternity may demand
13. Coordinate all recruiting of the fraternity at the start of each semester,
14. Make frequent reports to the national board

The Path Protector (Secretary) shall:

1. Keep an up-to-date roster of fraternity members, representatives, and committees.
2. Keep a record of all document information.
3. Prepare minutes for meetings
4. Record the minutes of all meetings of the fraternity
5. See that all minutes, agendas, and related materials are available to all members early enough to allow members to review them before the meeting to which the materials pertain
6. Set the calendar of regular fraternity meetings for each academic year and make that calendar available to all Officers, Advisors, members, and Committees at least one week before the first meeting of each academic year
7. See that copies of the current Constitution and Bylaws are available to fraternity members
8. Maintain a file of actions and resolutions approved by the fraternity
9. Maintain attendance records
10. Maintain the fraternity roster of Representatives
11. Inform the Executive board when a Representative/Chair has failed to fulfill his duties
12. Assume any additional responsibilities that the Bylaws or the fraternity may demand
13. Make frequent reports to the national board

The Path Sustainer (Treasurer) shall:

1. Supervise all financial transactions and see that said transactions are executed in a timely fashion
2. Keep a current written financial record of all fraternity transactions.
3. Collect all membership dues/fees and provide receipts for all members
4. See that all expenditures of the fraternity funds, including expenditures that have been appropriated and do not conflict with any budgets approved by the fraternity
5. Use his signature to represent the fraternity on all financial documents affecting its funds
6. See that members and committee members understand the accounting system and financial policies well enough to be able to properly carry out their responsibilities
7. Report regularly to the Path Setter and fraternity on transactions involving its funds which have taken place since previous reports
8. Recommend for approval any changes in the fraternity’s approved budget
9. Assume any additional responsibilities that the Bylaws or the fraternity may demand
10. Make frequent reports to the national board

**Section 3 Nominations and Elections**

**Chapter**:

* Nominations shall be taken for each office prior to the formal election at the end of each academic year in accordance with the bylaws.

**National Board**

* Nominations shall be taken in the fourth year of the term of the current National board’s active term in accordance with the bylaws.

**ARTICLE VII: CONSTITUTION AND AMENDMENTS**

**Section 1.**

This constitution shall be effective upon approval by a2/3 majority vote of the active membership, the approval of the Student Affairs Committee and approval of the Academic Council.

**Section 2.**

Constitutional amendments shall be first introduced to the officers of Alpha Omega Theta. Upon the approval of the officers, the amendments shall be voted at the next general membership meeting in accordance with the bylaws.

1. These amendments are to be announced no more/less 3 months prior to the next general membership meeting.
2. The 3 month period shall be observed to allow all necessary and proper consideration and question/answer clarity to happen before a final vote is taken.
3. The process of voting on these amendments is as follows:
	* Introduction of proposed amendment formally to the National and/ chapter officers of Alpha Omega Theta.
	* A 2/3 vote must be reached by the officers of Alpha Omega Theta
	* The amendments will then be brought before the members of Alpha Omega Theta in an official address 1 month prior to the next general member meeting.
	* At the meeting of the general members the proposed amendments shall be voted on by all active members present and absent through an absentee ballot.
	* All amendments shall take effect upon formal revision and redistribution of modified constitution.

**Section 3.**

Members will be able to present the amendments to the membership without the officers’ approval by requesting the approval from the general membership at any general body meeting. The approval from the general membership requires a two-thirds (2/3) vote in accordance with Robert’s Rules of Order.

**Section 4.**

Constitutional amendments may be passed by a two-thirds (2/3) vote of the active membership.

**Undergraduate/Graduate chapters**

The amendments officially will be adopted upon the approval of the Student Affairs Committee or its representative and a copy of the updated constitution is distributed.

**Section 5.**

Upon approval of this constitution, the passing of the constitutional amendments, and bylaw amendments/updates shall be brought up to date and implemented as soon as a copy of the updated constitution is distributed.

**Undergraduate/Graduate Chapters**

Then an updated copy of the constitution shall be submitted to the Student Affairs Committee and the Academic Council or their designee for their official approval.

**ARTICLE VIII: RATIFICATION**

**Section 1.**

This constitution becomes valid after a two-thirds vote of the members of the Alpha Omega Theta Christian Fraternity Inc Fraternity.

. **ARTICLE IX: EMPOWERMENT**

**Section 1.**

This constitution will take effect after it is accepted by both the

U.S. government and the members of Alpha Christian Fraternity, Inc.

**Section 2**

The president shall reserve the right to appoint ad hoc committee persons to the aid and assistance of Alpha Omega Theta.

* These ad hoc committees may consist of members or non-member support groups that will help the organization achieve a specific goal.
* To aid in mentorship programs organizations outside of Alpha Omega Theta that have similar focus or goal can be joined with. i.e. partnership initiatives with local charities, school districts and mentorship foundations

**Article X: Dissolution**

**Section 1.**

In the event that the fraternity of Alpha Omega Theta Christian Fraternity Inc can no longer exist, all proceeds and all belongings to the organization will be distributed to another charitable, not-for-profit organization that  deems fit.

**ARTICLE XI: BYLAWS**

**Section 1.**

 shall adopt Bylaws as necessary to fulfill its responsibilities and goals.

**Section 2.**

Bylaws must be submitted in written form and may be submitted only by a member. A simple majority vote at a regular meeting is required to approve a Bylaw.

**Section 3.**

Amendment or revocation of a Bylaw requires a simple majority vote at a regular meeting.

**ARTICLE XII: IMPEACHMENT**

**Section 1**.

Impeachments shall be made in the event that a member is not upholding the rules and regulations of Alpha Christian Fraternity. Impeachments will be made by a two-thirds vote from the floor members and an overall approval from the officers who serve on the Impeachment Committee.

**Section 2.** The Impeachment Committee

The Impeachment Committee shall consist of five active members of. The Impeachment Committee shall act as the final jurisdiction of any impeachment decisions.

** BYLAWS**

(April 4, 2007)

(Amended September 27, 2010)

**010. DEFINITION OF A BYLAW**

**Section 1** Any action which is intended to have a permanent effect on this document must be approved in the form of a Bylaw. Each Bylaw must have a number, and may have a title. Each Bylaw must be followed by the word "Approved" with the date of approval on the same line. Each new Bylaw must be submitted in the form of a bill.

**Section 2** Bills for bylaw changes will be numbered by year, given a "B" designation, and numbered progressively.

Bills for resolutions will be numbered by school year, given an "R" designation, and numbered progressively.

**020. BYLAW NUMBERING SYSTEM**

Numbers shall be assigned to Bylaws according to topic in the following manner:

|  |  |
| --- | --- |
| Bylaw Number | Topic |
| At least | But less than |    |
| 0 | 100 | Bylaw Procedures |
| 100 | 200 |  OFFFICER AND general conduct  |
| 200 | 300 |  Membership |
| 300 | 400 |  Meetings |
| 400 | 500 |  NOMINATIONS AND ELECTIONS |
| 500 | 600 | External Affairs |
| 600 | 700 |  BUDJET GUILDLINES |
| 900 | 1000 | ATO Committees and Liaisons |
| 1000 |    | Definition of Terms |

Beyond the above restrictions, a Bylaw number may be any positive integer.

**030. AMENDMENTS TO BYLAWS**

**Section 1** Amendments to a Bylaw must be submitted in the form of a bill or written document. Any pages of the Bylaw which contain changes must be included with this bill or written document. On these pages, portions to be omitted from the old Bylaw must appear in strikeouts.  Portions to be added must appear in boldface or red color font.  The word "Amended" must be added to the end of the Bylaw with the date of the approval of the amendment.

**Section 2** Revocation of an entire Bylaw must be submitted in the form of a bill or written document. Such a bill must contain the Bylaw number and title, if applicable, but does not need to contain the contents of the Bylaw.

Approved September 27, 2010

**040. OFFICIAL COPIES OF THE BYLAWS**

All members of  Christian Fraternity Inc. are entitled to official copies of the bylaws. The following offices or individuals shall receive and hold official copies of the  Bylaws:

1) 

2) All  Advisors

3) Each  Representative/Chair

Whenever a Bylaw is amended, approved, or revoked a copy of the Bylaw must be sent to each of the above listed offices or individuals. Whenever a Bylaw is changed, a notice must be sent to each of these offices or individuals.

Approved September 27, 2010

**100. MEMBERSHIP RULES AND PROCEDURES**

**Section 1** All members shall be notified after 3 unexcused absences from a general body meeting. If the Path Keeper fails to notify the member(s) of his absence within three weeks of the third unexcused the meeting, then the absence is excused.

**Section 2** Any member chronically failing to attend meetings will have there voting privileges revoked and will have to appeal to the body at a general body meeting to restore said rights. The member will be allowed an appeal at this meeting.  If a member is brought up for their voting privileges revoked for excessive absences and said rights are restored, the member's unexcused absences will be reset.

**Section 3** In calculating the number of members, if he or she meets the requirements for active membership as defined by Article 3 section 1

**Section 4** A Brother of the year (“Spotlight Brother”) shall be elected each year by the members of each chapter.  This election shall be by secret ballot and be held at the same meeting as the election of new chapter officers.  All members shall be eligible. These nominated individuals on the chapter level, will then be eligible for nomination on the national level for Brother of the year.

**Section 5** A "Rookie of the Year" shall be elected each year by the members of .  This election shall be by secret ballot and be held at the same meeting as the election of the new chapter officers. Only members that have not been in  for at least one full year are eligible.

Approved September 27, 2010

**110.  GENERAL CONDUCT**

**Section 1** Introduction

1. To ensure professional conduct while representing  with our pillars of belief (Article 2 Section 1), these guidelines have been established.
2. A copy of the entire Code must be distributed during the first session of Orientation and verbal and written contracts must be agreed to. These must be completed by all members.  The Path Keeper will keep these contracts on file.
3. Failure to comply with the provisions of this code may be grounds for disciplinary action (Bylaw 110, Section 4).

**Section 2** Involvement Expectations

**Individuals**

As a  member, you represent and serve Christ first and foremost, then the  Body in your specific city and/or university location.  As such, while you are an active member, it is expected that you abide by the following:

1. Attend all General Council meetings.  This includes arriving on time, staying until the meeting is adjourned, and being prepared with a copy of the current agenda and your constituent’s opinions on all orders of business.  It is each individual’s responsibility to sign in with the Chapter Path Protector prior to the beginning of each meeting.
2. Serve on and contribute to one (1) committee for the first year of membership unless excused by the national board due to extemporaneous circumstances.  Each committee holds at least one meeting every two weeks, and attendance is expected.  After the first year, one’s participation in a committee is voluntary but encouraged.
3. Complete the number of project hours set by the Executive Committee (National Board) each semester. Project hour opportunities will be provided to you.
4. Provide the Path Protector with your member number and a valid email address so announcements and meeting minutes can be sent to all members.  Committee meetings will also be announced via email.

Uphold the name, reputation, and motto of  at all times.  The motto is “Alpha Omega Theta firmly stands on the beliefs of Unity, Leadership, and Integrity. We assert that no one can lead if no one is together, and that one can not lead if one does not represent oneself as a leader.”

1. Behave in a manner that is respectful, accountable and honest according to the values laid before you by the word of God, the HOLY BIBLE.

**Chapters**

1. 12 Hours of community service (2/3 of the Chapter must be present for to count)
2. Ministry Events ( Orientation and Stepping Events DO NOT count)
3. Evangelism (Must have three events during the 8-month year)
4. Fundraising (Must have three events during the 8-month year)
5. Chapter Financial Report (Include your 12 month Chapter Financial Goals)

Chapters will be placed on Administrative Hold by the National Path Setter if requirements are not met.

**111.  RULES AND REGULATIONS**

**The rules and regulations of  are as follows:**

1. Alpha Omega Theta shall follow laws of the state and rules of any college/university which it is recognized as a campus organization.
2. The individual chapters of Alpha Omega Theta shall follow the rules/regulations set by the National Board entity of Alpha Omega Theta Christian Fraternity Incorporated.
3. Alpha Omega Theta does not condone hazing of any nature.
4. Any member tending to injure the good name of the organization, disturb its well being, or hamper it in its work will be subject to disciplinary action. The disciplinary action taken will be determined by the Judiciary Committee (consisting of the Kingdom Committee and National Board) as defined in Bylaw 112 Section 3 and resolved in the manner of bylaw 112 section 2
5. If an infraction has occurred that is deserving of disciplinary action, the president shall organize all information and evidence of infraction along with the Judiciary/Kingdom Committee to investigate the accusation. The officers shall determine if an infraction is deserving of disciplinary action. The Judiciary/Kingdom Committee shall consist of, Founders, Past National Presidents (Path Setters), and present national board officers only allowing one chapter officer to sit on the committee. All members deserving of disciplinary action will be entitled to due process, being given a chance to justify their alleged infraction.

**112.  CODE OF CONDUCT**

**Section 1** The following acts are prohibited while at an  meeting, activity, event, in the office, or while one is representing  in any way.

1. Forgery, alteration, or misuse of university, organization or legal documents, records or identification, or knowingly furnishing false information to the State legislation or university which the chapter must answer to.
2. Physical abuse, theft, property damage in any way or other conduct which threatens or endangers the wellbeing or safety of any person in accordance with federal, state, local and university policies.
3. Disruptive, unprofessional, disorderly conduct, lewd, indecent, or obscene conduct or expression which includes the obstruction or disruption of teaching, in classes and other local or university activities.
4. Failure to comply with directions of local and university officials acting in the performance of their duties.
5. The illegal or unauthorized possession or use of firearms, explosives, other weapons, or hazardous chemicals.
6. Misuse in accordance with public or university policy of computing resources.
7. Violation any federal, state, local law, or University policy, rules or regulations or of the campus

**Section 2** Disciplinary Proceedings

1. A written grievance form should be turned into the Chapter Path setter and Path Keeper.
2. After the grievance is filed, the Chapter Path setter and Path Keeper will meet with the accuser to determine if the complaint warrants a judicial committee response.
3. The Path setter and Path Keeper will then meet with the accused to determine whether he admits to the complaint.
4. If it is determined that there is enough evidence available, the alleged victim, the alleged perpetrator, and any witnesses will go before the judicial committee  If any of these representatives feel he/she is biased, the recorder will appoint another member of the executive committee to fill in.
5. The Path Keeper will also file a report with the Campus Judicial Officer if the offense occurred under University jurisdiction.
6. The aforementioned judicial committee will then recommend a sanction (if applicable bylaw 112 section 3) to the accused based on 51% preponderance of evidence.

**Section 3** Sanctions

Possible sanctions that the Judiciary/Kingdom committee can enforce include:

1. Community service determined by the judicial committee.
2. Mandatory internal service hours. (i.e. serving as preparatory worker for meeting)
3. Loss of position on Executive board or committee.
4. Loss of voice and/or vote in general body meetings.
5. Suspension of membership and fine assessed based off severity of infraction
6. Expulsion of membership.

**Section 4** Jurisdiction Area

This Code applies at all  meetings, activities, events, office, or while one is representing  in any way.

**Section 5** Statute of Limitation

The grievance form must be submitted to the Path Keeper within three weeks after the incident occurred

Approved October 4, 2010

**200. ORIENTATION OF NEW MEMBERS**

**Section 1** Persons who are serving their first semester as members in shall attend one mandatory New Member Orientation Meeting. Optional meetings may be scheduled as necessary for specific subject matters pertaining to the organizations needs. An unexcused absence from a mandatory New Member Orientation Meeting will be counted as at least one absence from a regular General Body Meeting.  The officers shall determine the number of absences recorded for missing a New Member Orientation Meeting and announce it before the first Chapter meeting of the fiscal year or Semester.

**Section 2** The purposes of the New Member Orientation Meeting are 1) to encourage, in an informal setting, interaction between new chapter members and officers, and 2) to explain to new representatives some of the formal procedures of in order to increase the quality of representation, and 3) to familiarize new members with the Code of Conduct as defined in Bylaw 112.

Approved October 4, 2010

**205. STANDING COMMITTEE AND APPOINTMENT PROCEDURES**

**Section 1** The membership on the l standing committees shall be composed of the general membership of the .  Each first-year member (first two [2] semesters on Council) of shall be required to serve on one (1) standing committee, unless excused by a majority vote of the officers. Non-First year members may elect to serve on a committee or serve three times the normal amount of project hours, up to 20 hours in the same time frame, as specified by the executive committee, as defined under Bylaw 110 Section 2, in lieu of this requirement, with the consent of the Path Protector.

**Section 2** A majority of each committee’s membership must consist of Alumni and Undergraduate Members.

**Section 3** The Vice President of shall announce the available committee chairmanships (Overseer positions) to the entire fraternity before the end of the winter semester and as positions become available throughout the school year.  The chairman of the standing committee shall be appointed by the National Board officers.

**Section 4** A Committee Member of the Year shall be selected each year by the overseer of each standing committee of .  The Committee Overseer shall select the member, and the member shall be recognized at a regular l meeting.  All students who were members of the committee either or both semesters shall be eligible.

**Section 5** Ad Hoc committees can be appointed by the president as described in Article 9, Section 2 of the Constitution. These groups will be used to fulfill duties of special interest or that require special members.  The volunteers in these groups do not have the powers of a member unless already in the fraternity or granted permission by the committee Overseer.

October 7, 2010

**206. COMMITTEE CHAIR AND LIAISON EVALUATION**

**Section 1** The evaluation process shall be administered by the Vice-President of 

**Section 2.** An evaluation form, consisting of the chairman's or liaison’s goals for the semester, plan for implementation of these goals, and rating of basic leadership skills, shall be completed jointly by each chairman or liaison and the Vice-President of by the second national board meeting of the Fall semester.

**Section 3** Evaluation forms will be completed by committee members to rate and describe their experiences on the committee.  This shall be done before the last gernal body meeting of the fall semester. Liaisons shall be exempt from this Section.

**Section 4** Before the end of the fall semester the Vice-President  Affairs and each committee chairman or liaison will meet to review the progress made through the semester in implementation of committee goals.  At this time, the Vice-President of will disclose to the chairman or liaison the nature of his recommendation to the National Board and Chapter Officers as to the status of the chairman's or liaison’s position.

**Section 5** The Officers, as a whole will review the information gathered from the committee members, the Vice-President of ’srecommendation and the progress evaluation results to make a decision as to the continuation of the overseer's or liaison’s position.  The chairman or liaison will be notified immediately of ’sOfficers' decision.

**Section 6** An appeal to the decision made by the Officers may be made by submitting a written appeal within one week of the notification by the Officers. A two-thirds (2/3) majority of would overturn the decision of the Officers.

Approved October 7, 2010

**211. DUTIES OF STANDING COMMITTEE CHAIRS AND LIAISONS**

**Section 1** Standing committee overseers shall:

1) Hold meeting and planning sessions approved by the Vice President of 

2) Call committee meetings at least every month during the  calendar year; additional meetings may be called by the overseers as deemed necessary,

3) submit minutes of each committee meeting to the Vice President,

4) ensure that the committee carries out duties as specified in these Bylaws and assumes any other duties assigned to that committee by the Officers,

5) write or update standard operating procedures for projects that their committee does during the year, and

6) any additional responsibilities as defined by the officers or these bylaws.

**Section 2**  Committee overseer may form subcommittees as they deem necessary to effectively carry out the duties and responsibilities of their respective committees.   Committee chairmen may appoint non-member volunteers to their committee as they deem necessary subject to the approval of the Vice-President of .  These volunteers shall not have the voting privileges of a full committee member, unless granted permission by the committee overseer.

**300. AGENDA PROCEDURES**

**Section 1** For an item of business to be placed on the agenda, the item must be presented in writing to the executive committee, both to alert the executive committee of its existence and to receive suggestions for changes.  The executive committee may deny an item of business be placed on the agenda by a three-fourths (3/4) majority vote if the item is deemed to be against the best interests of despite what changes are made to it.

**Section 2** Assuming the item is not denied, it must also be submitted to the Officers, with any intended changes already incorporated, five days (120 hours) before the general body meeting during which the item is to be transacted.  Only changes which do not change the intent of the item, as judged by the Officers, will be allowed.

**Section 3** The Secretary will post the agenda and all required written material where it is accessible to the membership four and a half days (108 hours) before the general body meeting for which the agenda applies.  The Secretary will also inform the  membership of the above posting four days (96 hours) before that same meeting.

**Section 4** Only the Officers may utilize resources to relay all business items to be voted on by general membership.

**Section 5** The agenda will be approved by President before the transaction of any business.  Prior to this approval, items which did not follow the procedures of Sections 1 and 2 of this Bylaw can be added with a two-thirds (2/3) majority vote of  members who cast a vote.  The member presenting this item of business must also have a proper number of copies of the item for review at the meeting as well as an overhead transparency or other projector medium available of the item of business.  Officers must send out business items if requested by a member or not if it has been added to the agenda by the executive committee.

Approved October 7, 2010

**310. TRANSACTION OF BUSINESS DURING MEETING**

Only items of business on the official agenda as defined in Bylaw 211 will be brought to the floor during any general body meeting.

Approved October 7, 2010

**320. BILL AND RESOLUTION APPROVAL**

The Officers will correct the punctuation, spelling, and format of all Bills and Resolutions that are approved by .  To ensure that these changes do not alter the content or intent of a Bill or Resolution, the author(s) of the Bill or Resolution will approve the corrections to the Bill or Resolution before action is taken upon it.

Approved October 7, 2010

**330. SUSPENSION OF THE BYLAWS**

The bylaws of the Christian Fraternity, Inc. can be suspended by a three-fourths (3/4) majority vote of the members present excluding sections which list higher voting requirements.  Higher voting requirements shall be enforced as listed per section. Correct procedures and restrictions listed in the constitution shall be followed in all cases. Motions to suspend the Bylaws must state specific bylaw(s) to suspend in order to be accepted by the overseer.  The motion to suspend a bylaw may be debatable.

Approved October 7, 2010

**400. ELECTION AND REFERENDUM PROCEDURES**

**Section 1** The Election Procedures Committee will be responsible for overseeing Presidential election procedures and solving election disputes and violations of written election procedures and has the power to disqualify candidates from being eligible for President for extreme violations. The Election Procedures Committee shall consist of three representatives from the following: two kingdom council (Past National Board Presidents);and a Spiritual overseer (Fraternity appointed spiritual “father”); shall create this body on the national level of the organization.

On the undergraduate or chapter level, graduate/alumni members shall comprise a governing board (Council of Graduate Brothers). The Committee shall also include four voting members of . These four shall be nominated and elected at the second national board meeting of the spring semester by a majority vote. The Overseer of the Election Procedures Committee shall be the highest ranking officer of that could be eligible to serve on the Election Procedure Committee. If no Officer is eligible to serve as EPC Chair, The founders will elect the overseer by majority vote at the first National Board meeting of the spring semester.

1. The Overseer shall make all decisions for the committee in the interim between Election Procedures Committee meetings, with the exception of disqualifying candidates from eligibility. These decisions may be reversed by the Election Procedures Committee at large if necessary.
2. No member of the EPC can be a candidate for any National Board Office, serve and/or aid a candidate’s campaign team in any form, show partisanship towards any candidate, or campaign for any of the candidates individually.
3. No negative comments, whether true or false, may be expressed by the members of the Election Procedures committee. The only negative information allowed to be expressed shall be confirmed campaign violations as determined by the committee as a whole.
4. Any member of the committee who is unable to fulfill his expectations may resign his position or face removal with a two-thirds majority vote of the committee or the body.

**Section 2** Any election dispute or violation must be brought to the EPC overseer. Upon notification of a dispute or violation the Overseer will convene a meeting of the EPC to determine the validity of the dispute or violation by a two-thirds majority vote. If a candidate is deemed in violation of election policies or procedures their candidacy will be nullified. If a candidate wishes to dispute an EPC ruling they must follow the proper procedure to be placed as an Elections Procedure Committee appeal on the  agenda. The subsequent vote by must be a two-thirds majority vote to overturn the ruling.

**Section 3** Officially sponsored events that the Election Procedures Committee might sponsor include, but are not limited to, the following:

1. Publication of deadlines for entering a Officers campaign.
2. Publication of the names of the candidates, campaign dates, voting dates, and dates of special events.
3. A debate over student issues at a General Body Meeting
4. Publication of self-written biographies of candidates and their goals in the Miner and electronically.

**Section 4** To be eligible to run, campaign, serve, and/or be elected for Offices, each candidate must meet the following qualifications:

Undergraduate

* 1. A cumulative 2.5 GPA at the end of the semester prior to the election.
	2. Must be enrolled fulltime in courses at the university or college which is associated with said chapter during his term
	3. No higher class load than 18 hours per semester during the Officers term.
	4. 30 hours of completed credit on the the university or college which is associated with said chapter campus at the end of the semester prior to the election.
	5. Be financial nationally and at the chapter level

Graduate/Overseer

1. Be a graduate or a Four year university or completed apprenticeship, trade school or any post High School vocational training
2. Be actively and consistently a member of a church
3. Be a financial member nationally and at the chapter level
4. Have been active in the organization for more 12 consecutive months

**Section 5** Students wishing to be a candidate for Offices of must declare their campaign as outlined in the Officers Information Packet and be officially nominated, indicating their support of the candidate at the national board and presidents meeting preceding the beginning of the campaign period. A student may sign a petition for more than one candidate. The Election Procedures Committee will reserve the right to confirm the validity of these signatures

**Section 6** Candidates are expected to run an ethical campaign. Election procedures include the following:

* 1. The candidate may announce their candidacy when they officially nominated by a financial brother but campaigning may not begin until the date specified by the EPC committee. Campaigning shall be defined as: any action declaring a candidates position on campus issues or any issues affecting the election; posting any physical partisan advertisements; any meetings scheduled or unscheduled with student organizations or groups.
	2. Negative campaigning is not allowed. A candidate may refer to his strengths in relation to the other candidates, but no candidate may refer to the weaknesses of any other candidate.

**Section 8** The open campaign period shall begin with the second or third Monday in February and shall continue for three full weeks. The exact starting date shall be selected by a majority vote of the Election Procedures Committee with consideration given to that academic year’s university calendar.

**Section 9** Voting shall occur from Monday through Friday of the third week of the campaign period and shall be open to all undergraduate and graduate members of . Votes must be submitted using official ballots only. Ballots may be either written, electronic, or both. Written ballots may be submitted at the chapter meeting or at official designated location.
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a. Written ballots may not be given out to be filled out at a later time. Written ballots must remain with the Committee Overseer at all times.

**Section 10** Procedures if there is only one Candidate:
a. If there is only one candidate, that candidate must receive a majority of affirmative votes in order to be declared the winner of the election.
b. If the candidate does not receive a majority, will elect an alternate candidate by a majority vote at its next regular meeting. This candidate and the original will then campaign until the conclusion of the election.
c. A second members ballot will be held starting the two weeks from the start of the first members ballot and ending two weeks from the end of the first members ballot.
d. The candidate receiving the majority of the votes in the second members ballot will be declared the winner of the election.

**Section 11** Procedures if no candidate receives a majority:

1. If no candidate receives a majority, the two candidates receiving the most votes will have a run-off the week following the first campus ballot.
2. The candidate receiving the majority of the votes in the second members ballot will be declared the winner of the election.

**Section 12** National Board may include any items on the ballot which are deemed important enough to call for a fraternity wide vote, as well as any items that are required by the bylaws or constitution.

**Section 13**. If, for each of the remaining officer positions, no candidate receives a majority, the two candidates receiving the most votes will have a run-off immediately thereafter and the candidate receiving a majority of the votes will be declared the winner.

**420. EXECUTIVE BOARD**

**Section 1** The Executive Committee shall consist of all officers, founders, kingdom council members, and spiritual overseers, kingdom committee overseers~~,~~, liaisons. All shall have only one vote excluding the chair of the Executive Committee.

**Section 2** The purpose of the Executive Committee will be to make short term decisions between Board meetings and to make suggestions for changes to items of business presented for inclusion in the agenda.  They may also deny an item of business be placed on the agenda as outlined in Bylaw 300 Section 1.

Amended October 7, 2010

**Section 3** Any member of the fraternity may be elected by a majority vote to be one of the two liaison members of the Executive Committee. It shall be the intent of these positions to increase representation of new and/or senior fraternity members to the Executive Committee. New members are required to have never served on the executive committee before, while senior members are required to have served at least two (2) semesters on  Executive Committee.Elections shall occur for both positions at the final  meeting of each academic year or when a position becomes vacant due to removal or resignation of one of the Liaison positions. A Liaison member will be removed if they are no longer a member of the fraternity and may be removed by two-thirds (2/3) vote of the fraternity for not fulfilling their duties as listed below:

1. Regularly attend the meetings of the Executive Committee.

2. Perform any duties that the Constitution, Bylaws**,** President**,** or Vice-President may demand.

3. Serve on a minimum of one kingdom committee as directed by the Vice-President.

4. Chair any Presidential inquiry as directed by the fraternity.

Amended October 7, 2010

**Section 4** The Executive Committee shall vote on all expenditures of  over $100 that is not already predetermined in the yearly budget approved by . An exception to this rule may be made under extreme cases between Executive Committee meetings with the approval of both the President and Treasurer. Either the President's or Treasurer's approval shall be required for expenditures under $100.

**Section 5** Only the officers shall have the power to make personnel decisions including the appointment and removal of chairs.

**Section 6.** The agenda shall be set by the VPI.  Items may be added by majority vote of the officers.

Approved October 7, 2010

**430. ADHOC AND EXECUTIVE ASSISTANTS**

**Section 1** The President of holds the power to form ad hoc committees as necessary and appoint the membership of said committees. When the ad hoc committee has fulfilled its original purpose it shall be dissolved. The officers can choose to allow members of to serve on an ad hoc committee in place of a regular standing committee.

**Section 2** Executive Assistants may be appointed by the officers to serve specific short and long-term roles. The Executive Assistant will be responsible for fulfilling the duties set forth by the officers and attend regular and Executive Committee meetings. The Executive Assistant has the power to vote on the Executive Committee with items pertaining to the tasks of which they where chosen to fulfill.

Approved October 7, 2010

**500. Budgetary Guidelines**

**Section 1.** The budget shall be prepared each September for the following academic year by the Treasurer.  The budget shall follow the guidelines set forth by the National Board.

**Section 2.** Committees may have budgets for projects within the budget for nationally promoted or organized events.  These project budgets shall be used for that committee’s projects, which shall include any activity in which the committee can actively participate.   These budgets must receive approval from the Treasurer.   The Officers may increase or decrease the budget of any committee if it is deemed in the best interest of .

**Section 3** Committees may request sponsorship from for an event they deem will be in the best interest of , and will promote in a positive way, with a unanimous vote of the  Officers.

**Section 4** The Executive Committee shall vote on all expenditures of ’s budget that are over $100 and are not already predetermined in the yearly budget approved by .  An exception may be made under extreme cases between Executive Committee meetings with the approval of both the President and Treasurer.  Both the President and Treasurer's approval shall be required for all expenditures over $50, even line items in the approved yearly budget.  Either the President or Treasurer’s approval shall be required for expenditures under $50.

**Section 5.** Expenditures of shall require a purchase order to be filled out.  The purchase order shall require approval from the appropriate source.  The purchase order must include the signature of the Treasurer and shall be kept on file by the Treasurer.

**600. ALUMNI AND SPIRITUAL ADVISOR(S)**

**Section 1.** In order to retain some experience and institutional knowledge, the  Executive Committee may choose as many as two Spiritual Advisors at their final business meeting of the Academic Year through a majority vote.

**Section 2.** To serve as an Alumni Advisor, a person must have completed a degree at the University of the chapter is located or in a university within the city limits for city wide chapters.

**Section 3.** The Alumni Advisor(s) will advise any officer, executive, or member requesting counsel and in general provide suggestions for the improvement of 

**Section 4.** The Alumni Advisor(s) will assist the Parent – Alumni Liaison with his/her contact with the Alumni and the University in any reasonable way requested.

**Section 5** An Alumni Advisor will serve until s/he resigns or is replaced by the Executive Committee.

**Section 6** To replace an Alumni Advisor, the Executive Committee elects a different individual and specifies which current Advisor that individual is to replace.

**Section 7** All spiritual advisors must be thoroughly introduced to the fraternity information.

**Section 8** All spiritual advisors Must be at least an elder (seasoned minister or pastor) of a church that is local to the area where the chapter presides.

**Section 9** All spiritual advisors must be able to attend at least 2 general body and/or National Board Meetings per calendar year

**Section 10** All spiritual advisors be elected by ¾ majority vote of a specific chapter and National Board officers.

Approved October 7, 2010