

File

Alpha Kappa Alpha Sorority

**CONSTITUTION
AND BY-LAWS**



1986

CONSTITUTION AND BY-LAWS



PREAMBLE

We, as college women, being aware of the increasing complexity of women's problems, especially those of Negro women, and realizing the necessity of forming an organization for the purpose of studying and solving such problems, do therefore organize this Sorority in order to cultivate and encourage high scholastic and ethical standards, improve the social stature of the race, promote unity and friendship among college women, and keep alive with the alumnae an interest in college life and progressive movement emanating therefrom.

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CONSTITUTION

ARTICLE I — NAME

SECTION 1. This organization shall be known as the Alpha Kappa Alpha Sorority, Incorporated.

ARTICLE II — PURPOSE

The purpose of the Alpha Kappa Alpha Sorority is to cultivate and encourage high scholastic and ethical standards, to promote unity and friendship among college women, to study and help alleviate problems concerning girls and women in order to improve the social stature, to maintain a progressive interest in college life, and to be of service to all mankind.

ARTICLE III — ORGANIZATION

SECTION 1. The governing body of the Alpha Kappa Alpha Sorority shall be known as the Boule to which all chapters shall be subordinate.

SECTION 2. The administrative division of the Boule shall be known as the Directorate.

SECTION 3. The chapters of the Alpha Kappa Alpha Sorority shall be grouped according to regions.

SECTION 4. The Alpha Kappa Alpha Sorority shall be composed of chapters of equal rank known as alumna and undergraduate.

SECTION 5. The Ivy Leaf Pledge Club shall be the official and only Pledge Club of the Alpha Kappa Alpha Sorority.

ARTICLE IV — BOULE

SECTION 1. Description of the Boule.

- The Boule shall meet biennially in the summer.
- The Boule shall be open to active and honorary members.
- The officers of the Boule shall be the Supreme Basileus,

the First Supreme Anti-Basileus, the Second Supreme Anti-Basileus, the Supreme Grammateus, the Supreme Tamiouchos, the Supreme Parliamentarian, Regional Directors, and two undergraduate members at large. The officers of the Boule constitute the Directorate.

d. The following are entitled to voting privileges: designated delegates, Founders, Incorporators, Past Supreme Basilei, members of the Directorate, Executive Director and Assistant Executive Director.

c. The quorum for the Boule shall be six members of the Directorate and delegates from one-third of the active chapters. The presence of the charter is required for the opening of the Boule.

SECTION 2. Powers of the Boule.

a. The Boule shall have the power to organize, constitute, and charter chapters, both alumna and undergraduate, and have general supervision over the same; to form new regions whenever warranted by the growth of the Sorority; to make, write, compile and promulgate the ritualistic work; to hear and make decisions on all questions that are referred to it, on appeal or otherwise, for final adjudication; and in general, to do and perform every lawful act and thing necessary or expedient for efficiently conducting said Sorority and its branches, as authorized under the laws of Congress, and to have and exercise all powers conferred under sub-section 3 of Chapter XVIII of the incorporation laws of the District of Columbia.

b. The Boule has sole power to dissolve chapters and expel members.

ARTICLE V — DIRECTORATE

SECTION 1. Powers of the Directorate.

a. The Directorate shall have the power to hear and act upon all appeals brought before it by members, chapters, or regions. It shall have the power to make recommendations to the Boule, approve the proposed program of the Boule, and to submit for

circulation proposed amendments to the Constitution and By-Laws.

b. The Directorate shall have the power to carry on the business of the Sorority when the Boule is not in session.

SECTION 2. Seventeen (17) sorors shall constitute the Directorate. Election shall follow the procedures prescribed in the By-Laws.

SECTION 3. The officers of the Boule shall be the Supreme Basileus, the First Supreme Anti-Basileus, the Second Supreme Anti-Basileus, the Supreme Grammateus, the Supreme Tamiouchos, the Supreme Parliamentarian, Regional Directors, and two Undergraduate Members at Large.

The Second Supreme Anti-Basileus and the two Members at Large shall be undergraduates at the time of their election. All other officers shall be graduate sorors.

SECTION 4. With the exception of the Supreme Parliamentarian, the members of the Directorate shall be elected by a plurality vote at the regular meeting of the Boule.

SECTION 5. A chapter may not have more than two members holding national offices concurrently.

ARTICLE VI — REGIONS

SECTION 1. The Alpha Kappa Alpha Sorority shall be divided geographically into regions, the number of boundaries of which shall be determined by the Boule.

SECTION 2. Each region, except the International Region, shall hold an annual conference.

SECTION 3. The Regional Conference shall nominate its Regional Director.

SECTION 4. The Regional Conference shall also nominate a soror to serve on the Nominating Committee.

SECTION 5. The Regional Conference shall have the power to make recommendations to the Directorate or to the Boule,

and to propose amendments to the Constitution and By-Laws of the Sorority.

ARTICLE VII — CHAPTERS

SECTION 1. Each chapter shall have the power to select its own members, subject to the rules and regulations of Alpha Kappa Alpha Sorority.

SECTION 2. Each chapter shall have the power to hear and to adjust matters of differences between its members; to suspend and to restore members, and to recommend to the Directorate cases for expulsion. Where no settlement of differences is reached within the chapter, an appeal may be made to the Regional Director, and, if necessary, to the Directorate.

SECTION 3. Each chapter shall have the power to make its own By-Laws. These By-Laws must not conflict with the Constitution or By-Laws of Alpha Kappa Alpha Sorority.

ARTICLE VIII — AMENDING THE CONSTITUTION

SECTION 1. This Constitution may be amended by the following procedure:

a. Any chapter or general member wishing to amend the Constitution shall forward the proposed change to the Regional Conference in writing for consideration. If favorably acted upon by two-thirds of the votes cast, the proposed change shall be sent to the Alpha Kappa Alpha Office by the Regional Director within 30 days following the Conference.

b. Changes proposed by the Directorate, Standing or Special Committees shall be forwarded to the Alpha Kappa Alpha Office at least six months prior to the boule.

c. The proposed amendments shall be read and discussed at the regular meeting of the boule.

d. Following the boule at which amendments shall have been read, the proposed changes shall be circulated to chapters no

later than April 30 prior to the next regular meeting of the Boule.

e. Voting upon the proposed constitutional amendments shall be by mail. Active chapters shall register their votes on a special ballot form enclosed in an envelope. Designated tellers shall open the envelopes and count the votes at the Boule. Chapters shall be entitled to cast the same number of votes as they are allotted delegates as prescribed in Article VII, Section 5, of the By-Laws.

f. Two-thirds of the total number of votes cast shall be required for adoption.

BY-LAWS

ARTICLE I — BOULE

OFFICERS

SECTION 1. Members of the Directorate provided for in Article V, Section 3 of the Constitution, with the exception of the Supreme Parliamentarian, shall be elected by ballot at a regular meeting of the Boule. The Supreme Parliamentarian shall be appointed by the Supreme Basileus subject to the approval of the Directorate.

SECTION 2. The term of office for each member of the Directorate, with the exception of the Supreme Basileus and the First Supreme Anti-Basileus, shall be for two years beginning with the close of the Boule during which election takes place. Any officer other than the Supreme Basileus and the First Supreme Anti-Basileus shall be eligible to succeed herself once in any given office. The term of office for the Supreme Basileus and the First Supreme Anti-Basileus shall be for four years.

SECTION 3. In case of an unexpired term of the Supreme Basileus, the vacancy shall be filled by the First Supreme Anti-Basileus. At the next regular session of the Boule, a special election for First Supreme Anti-Basileus will be held.

In case of an unexpired term of the First Supreme Anti-Basileus, occurring in the first two years of the term, a special election for First Supreme Anti-Basileus shall be held at the next regular session of the Boule. In case of an unexpired term of the First Supreme Anti-Basileus, occurring during the last two years of the term, a Supreme Basileus shall be elected at the Boule at which the First Supreme Anti-Basileus would have become Supreme Basileus.

SECTION 4. A graduate soror, to be a candidate for membership on the Directorate must have been financial for a period of at least four consecutive years immediately preceding her candidacy, and she must have attended at least one of the

last two Boules. Graduate sorors may be elected to the Directorate in absentia.

A soror, to be a candidate for the office of Supreme Basileus, must at some time have served at least one term as a member of the Directorate. The First Supreme Anti-Basileus shall be the next Supreme Basileus. At the time of her election, she shall possess all the required qualifications of the Supreme Basileus.

A soror, to be a candidate for Regional Director, must reside in the region, must have served at least one term as Basileus of her chapter, and must have attended at least one of the last three regional conferences immediately preceding her nomination.

An undergraduate soror, to be a candidate for the Office of Second Supreme Anti-Basileus or Undergraduate Member at Large must be an active member, and must be present at the Boule where she is elected.

DUTIES AND POWERS OF THE DIRECTORATE

SECTION 5. The Directorate shall meet immediately preceding the opening of the Boule and at least once every six months during the interval between meetings of the Boule. The Directorate shall also meet at the close of the Boule when outgoing and newly elected members shall assemble for administrative business. The Directorate shall deliberate on all policies and problems of the organization. It shall also be the duty of the Directorate to hear and act upon all appeals brought before it by members, chapters, or regions; to approve the proposed program of the Boule; to recommend to the Boule the establishment or the dissolution of chapters; to exercise through the Supreme Basileus supervision over employed personnel; and to administer the business of the sorority when the Boule is not in session. The Directorate shall present its recommendations to the Boule for action.

The Directorate shall have the authority to act upon recommendations from the Supreme Basileus and the Finance Com-

mittee regarding the adjustment of fees or of sorors in International Region Chapters in a manner commensurate with their country's cost of living differential.

If a situation should arise which requires the attention of the Directorate, it shall be the duty of the Supreme Basileus to circularize or call a special meeting of the Directorate. If the Supreme Basileus is unable to call the meeting, the Directorate may be convened by the First Supreme Anti-Basileus upon a two-thirds vote of the members of the Directorate.

DUTIES AND POWERS OF THE OFFICERS

SECTION 6. The Supreme Basileus shall preside at all meetings of the Boule and the Directorate. She shall perform the duties which are usually executed by the chief officer. She shall appoint, with the approval of the Directorate, the chairmen and members of all committees of the Sorority, and fill any vacancies except as otherwise provided for in these By-Laws. She shall appoint, with the approval of the Directorate, all delegates to national organizations with which Alpha Kappa Alpha Sorority is affiliated. She shall exercise general supervision over employed personnel and over the Boule. The program of the Boule shall be prepared under her direction. She shall be an ex-officio member of all committees except the Nominating Committee.

SECTION 7. It shall be the duty of the First Supreme Anti-Basileus to assist the Supreme Basileus in the performance of her duties and to preside during the absence of the Supreme Basileus. She shall serve as an ex-officio member of all committees except the Nominating Committee.

SECTION 8. It shall be the duty of the Second Supreme Anti-Basileus to assist the Supreme Basileus in the performance of her duties. She shall serve as Chairman of the Undergraduate Activities Committee, and as a member of the Program Committee and Finance Committee.

SECTION 9. It shall be the duty of the Supreme Gram-

matus to serve as secretary of the Boule and the Directorate. She shall be a member of the Constitution Committee.

SECTION 10. It shall be the duty of the Supreme Tamiouchos to receive all money for the sorority from the Alpha Kappa Alpha Office, giving proper receipts for the same; to pay all authorized expenses of the sorority; and to make periodic reports in writing of the finances of the sorority. She shall serve as Chairman of the Finance Committee and present the annual budget of estimated income and expenditures to the Boule for approval.

SECTION 11. It shall be the duty of the Supreme Parliamentarian to assist the presiding officer in the interpretation of the Constitution and By-Laws of the Alpha Kappa Alpha Sorority. She shall serve as Chairman of the Constitution Committee.

SECTION 12. It shall be the duty of the Regional Director to exercise general supervision over the chapters of her region. She shall have the power to adjust problems in her region. She shall notify chapters when candidates have been approved for pledging and initiation. She shall preside over the regional conferences. She shall have responsibility for the establishment of chapters in her region.

SECTION 13. It shall be the duty of each Member-at-Large to serve as a member of the Undergraduate Activities Committee and to assist the Second Supreme Anti-Basileus to design, develop, coordinate and promote the Alpha Kappa Alpha Program among undergraduate chapters.

SECTION 14. It shall be the duty of each officer to deliver to her successor all files, supplies, and other materials in her possession within 30 days after the closing of the Boule.

STANDING COMMITTEES

SECTION 15. The following are standing committees:
a. Constitution Committee. This Committee shall consist of the Supreme Parliamentarian as Chairman, the Supreme

Grammateus as Secretary, and a member of each of the nine regions. These six graduate and three undergraduate sorors shall be appointed by the Supreme Basileus. The Constitution Committee shall propose needed changes in the Constitution and By-Laws, carefully examine all proposed amendments from other approved sources, and formulate same* for circularization.

b. Finance Committee. This committee shall consist of the Supreme Tamiouchos as Chairman, the Second Supreme Anti-Basileus, Chairman of the Program Committee, a Regional Director and one of the Undergraduate Members at Large. It shall draw up and supervise the operation of the annual budget of the Sorority; promote support for any current fund-raising drive, be responsible for the auditing of all accounts not otherwise provided for. The Finance Committee shall be responsible for originating and administering a program of investments.

c. Program Committee. This committee shall be composed of the Second Supreme Anti-Basileus and a representative from each region appointed by the Supreme Basileus. The Supreme Basileus shall name the chairman of this committee. It shall be the function of this committee to formulate and recommend policies of the Alpha Kappa Alpha Program to the Directorate.

d. Nominating Committee. This committee shall consist of nine members elected by the membership with representation from each region. There shall be three undergraduate and six graduate members. The Nominating Committee shall convene in January for the purpose of certifying the credentials of all candidates for office and preparing the official slate of nominees. It shall circularize the slate of officers to chapters no later than April 1st of the year of the Boule. The Nominating Committee will also establish checks, subject to the approval of the Directorate, to see that campaign rules are strictly followed and shall supervise campaign practices. In the event that a candidate is disqualified by the Nominating Committee prior to its report to the Boule, she shall be notified of the action and the reasons therefore as soon as is practicably possible. The candi-

date shall be given the opportunity of responding to the committee subject to rules promulgated by the committee. If, after consideration of the candidate's response, the Nominating Committee's decision stands, the candidate may alternatively (1) withdraw her name prior to presentation of the report or (2) appeal the decision of the committee to the body at the time of the report. If the candidate's name is not withdrawn and the decision is not appealed to the body, the report of the committee shall be read without exception. A soror who is holding any office on the Directorate or chairmanship of a standing committee is ineligible for membership on the Nominating Committee. The chairman of this committee shall be appointed by the Supreme Basileus from those elected to the committee.

e. Standards Committee. This committee shall be composed of a representative from each region. It shall establish the criteria and implement the evaluation of chapters.

f. Undergraduate Activities Committee. This committee shall consist of the Second Supreme Anti-Basileus as Chairman, the other two undergraduate members of the Directorate and six other undergraduate members. The Supreme Basileus shall appoint the six sorors from regions not represented by the three undergraduate officers. The committee shall stimulate interest in the total Sorority program, study those problems pertinent to undergraduate chapters, and encourage high scholastic achievement.

g. Personnel Committee. This committee shall consist of five members appointed by the Supreme Basileus. It shall have the responsibility of recommending to the Directorate the employment of all professional personnel. It shall formulate and make recommendations on all personnel policies, practices, procedures, and salary ranges. It shall also have the responsibility of keeping the Personnel Manual current.

h. Membership Committee. This committee shall consist of a representative from each region. The Supreme Basileus shall appoint the members and designate the chairperson. It shall be

the duty of this committee to monitor membership status and trends, and recommend strategies for recruitment, retention and reactivation of members.

i. Connection Committee. This committee shall identify and study national and international issues which impact upon the quality of life; design strategies for communications with the membership regarding issues and mobilize the membership for action to formulate and recommend position statements to the Supreme Basileus and/or Directorate. This committee shall be composed of a Chairman appointed by the Supreme Basileus and a representative from each region.

SECTION 16. *Reports.* It shall be the duty of all officers and chairmen of standing committees to submit written reports for each Boule to the Alpha Kappa Alpha Office no later than 30 days prior to the Boule.

SECTION 17. *Program.* The Boule shall foster specific and national programs for the achievement of the accepted goals of the organization. These programs shall be recommended by the Directorate and shall require a majority vote of the Boule in session.

SECTION 18. *Alpha Kappa Alpha Headquarters.* The Alpha Kappa Alpha Headquarters shall be located in a place designated by the Boule upon recommendation of the Directorate.

SECTION 19. *Executive Director.* There shall be an Executive Director responsible for the administration of the Alpha Kappa Alpha Office. It shall be the function of the Executive Director to maintain the permanent records, transact business, implement the program of Alpha Kappa Alpha Sorority as approved by the Directorate, and perform such other duties as may be assigned. She shall attend Directorate meetings without a vote. She shall serve as an ex-officio member, with a vote, on all national committees, except Nominating Committee.

ARTICLE II — REGIONS

SECTION 1. Regions of Alpha Kappa Alpha Sorority shall be known as:

- a. NORTH ATLANTIC: Massachusetts, eastern New York, eastern Pennsylvania, New Jersey, Delaware, Connecticut, Maryland, District of Columbia, Rhode Island, Maine, New Hampshire, and Vermont.
- b. MID-ATLANTIC: Virginia and North Carolina.
- c. SOUTH ATLANTIC: South Carolina, Georgia, and Florida.
- d. GREAT LAKES: Ohio, West Virginia, Michigan, western Pennsylvania, and western New York.
- e. SOUTH EASTERN: Tennessee, Alabama, and Mississippi.
- f. SOUTH CENTRAL: Arkansas, Texas, New Mexico, and Louisiana.
- g. CENTRAL: Wisconsin, Illinois, Indiana, Kentucky, St. Louis, Missouri, Minnesota, North Dakota, and South Dakota.
- h. MID-WESTERN: Iowa, Nebraska, Kansas, Missouri (except St. Louis and Cape Girardeau), Oklahoma, Colorado, Montana, and Wyoming.
- i. FAR WESTERN: Arizona, California, Oregon, Washington, Nevada, Utah, Idaho, Alaska, and Hawaii.
- j. INTERNATIONAL: All chapters located outside the United States.

SECTION 2. Each region, except the International Region, shall be under the supervision of a director who must live within the confines of the region throughout her term of office. The International Region shall be responsible to the Directorate, under the immediate supervision of the Supreme Basileus. The Supreme Basileus may recommend candidates from the International Region for membership. All candidates must meet the requirements for graduate membership and must be approved by the Directorate.

SECTION 3. The proposed dates of the Regional Conference shall be set by the Regional Director in cooperation with the hostess chapter or chapters. In a Boule year, the Regional Conference must be held prior to May 1.

SECTION 4. Regional Conferences shall be essentially work conferences, the business procedures of which shall be similar to those of the Boule.

SECTION 5. The Regional Conference shall nominate two sorors for Regional Director and a third as alternate. There shall be no further nominations for this office. The names shall be submitted to the Nominating Committee in order of preference.

SECTION 6. The Regional Conference shall nominate a soror to serve on the Nominating Committee and a second as alternate. The names shall be submitted in order of preference to the Nominating Committee, in care of the Alpha Kappa Alpha Office. There shall be no further nominations for this committee.

ARTICLE III — CHAPTERS

SECTION 1. A group of 12 or more women pursuing a course leading to a baccalaureate (bachelor's) degree in an accredited two-, three-, or four-year senior college or university is eligible to form an undergraduate chapter of Alpha Kappa Alpha Sorority. Each applicant shall have attained an average of at least C+ or the average required by the National Panhellenic Conference in those schools where such standards govern admission to sororities, or in those two-, three-, or four-year senior colleges or universities using pass-fail, required competency, or good standing systems of grading, either shall be acceptable.

SECTION 2. Any group of 15 or more graduate sorors is eligible to petition for a chapter in a geographic area where no alumna chapter exists.

SECTION 3. Chapters in cities outside the United States shall be established by the Boule, upon the recommendation of the Directorate.

* SECTION 4. Any group of 25 or more active graduate sorors may petition for a second chapter in a city where an alumna chapter already exists, provided certain conditions are met. The existing alumna chapter must have an active membership of 75 or more. The total number seeking membership in the second chapter must not reduce the membership of the original chapter to less than 50 active sorors. The reason for the establishment of the second chapter must be fully approved by the Regional Director.

SECTION 5. When the number of active members in a chapter is less than eight for a period of three consecutive years, the Regional Director shall recommend to the Directorate that the chapter be dissolved. The final decision to dissolve the chapter shall be made by the Boule. Upon the dissolution of the chapter, each active member shall be transferred to the Boule with the status of general member.

NAMING

SECTION 6. Undergraduate chapters shall be named after the letters of the Greek alphabet in the order of their establishment, i.e., Alpha, Beta, Gamma, etc., until the twenty-fourth chapter is established and the twenty-four letters of the alphabet are exhausted. Then Alpha will precede each letter, i.e., Alpha Alpha, Alpha Beta, Alpha Gamma. Each succeeding letter shall likewise precede letters in alphabetical sequence as needed, i.e., Beta Alpha, Beta Beta, etc.

SECTION 7. Alumna chapters shall be named in the same manner except that Omega will become the final letter for the name of each chapter, e.g., Alpha Omega, Beta Omega, etc.

DUTIES AND POWERS OF CHAPTERS

SECTION 8. Each chapter shall be required to have representation at a Boule within a six-year period.

SECTION 9. Chapter officers shall be elected in November and installed at the close of the December meeting, except on campuses where National Panhellenic Conference regulations provide differently.

SECTION 10. Each chapter shall file with the Regional Director for review and approval two copies of the chapter's By-Laws. One of these copies shall be filed in the Alpha Kappa Alpha Office. Copies of subsequent changes shall be forwarded to the Regional Director and to the Alpha Kappa Alpha Office.

SECTION 11. Each chapter shall have at least one meeting per month except during the summer months. Failure to meet three consecutive months between September and June will make the chapter inactive and ineligible for representation in the Boule.

SECTION 12. Each chapter through its local program shall sponsor selected activities which interpret, implement and support the Sorority's program.

SECTION 13. An annual report of chapter program activities and finances shall be submitted to Alpha Kappa Alpha Office at the end of the fiscal year.

SECTION 14. Each chapter shall observe Founders Day annually.

SECTION 15. Chapter recommendations must be submitted to the Regional Conference by an authorized delegate.

SECTION 16. Chapters desiring to circulate within the Sorority letters or telegrams, or requests for contributions or purchase of tickets, shall do so only with the approval of the Directorate.

SECTION 17. Chapters issuing statements, resolutions, endorsements, and protests shall do so in the name of the local

chapter rather than in the name of the Alpha Kappa Alpha Sorority, Inc.

SECTION 18. Each undergraduate chapter shall be required to maintain a scholastic average of at least C+ in an accredited college or university except where there are National Panhellenic Conference regulations. Grades must be sent to the Regional Director by the Graduate Advisor at the end of each grading period. A chapter whose scholastic average falls below C+ shall be subject to withdrawal of chapter privileges until the required average is attained and official evidence sent to the Regional Director, except where the National Panhellenic Conference governs sorority activities.

SECTION 19. A chapter must maintain a membership of at least eight active sorors to keep its status as a chapter.

JOINT MEETINGS OF CHAPTERS

SECTION 20. Where there are alumna and undergraduate chapters in the same city, there shall be at least two joint meetings of the chapters during the year. The main purpose of these meetings shall be social, in order to increase fellowship and better understanding. Only business of joint interest, such as programs of civic and social importance, may be discussed and voted upon at these meetings. Such meetings shall be presided over alternately by the Basileus of each chapter and attended by the active members of the chapters.

PURCHASE OF PROPERTY OF ALUMNA CHAPTERS

SECTION 21. Any alumna chapter purchasing a house or other property may incorporate in the chapter's name for the sole purpose of purchasing the property but must in no way involve or otherwise obligate Alpha Kappa Alpha Sorority. A record of such a purchase and an annual report of the status and operation of the property shall be filed with the Alpha Kappa Alpha Office.

CHAPTER OFFICERS AND DUTIES

SECTION 22. Each chapter shall have the following elected officers: Basileus, Anti-Basileus, Grammateus, Epistoleus, Tamiouchos, and *Ivy Leaf* Reporter. In addition to the above officers, alumna chapters shall have the office of Graduate Advisor in the cities where there is an undergraduate chapter. Each chapter may elect any other officers deemed necessary.

SECTION 23. A soror, to be a candidate for Advisor to an undergraduate chapter, must have attended one of the last two Boules or one of the last two Regional Conferences prior to her election and shall have been a member of the alumna chapter for at least one year.

SECTION 24. The Advisor to an undergraduate chapter shall serve as liaison person between the alumna and undergraduate chapter, and between the undergraduate chapter and the Regional Director. She shall serve as Advisor to the undergraduate chapter in the interpretation and implementation of the Alpha Kappa Alpha Program and Constitution and By-Laws. She shall attend all meetings and activities of the undergraduate chapter. Where colleges or universities appoint their own faculty advisor(s), the Graduate Advisor shall work in cooperation with the faculty advisor(s) appointed by the college or university. Under extenuating circumstances, a Graduate Advisor may be appointed by the Supreme Basileus or the Regional Director. Duties of other chapter officers shall correspond to those of like designation in the Boule.

ARTICLE IV — MEMBERSHIP STATUS CLASSIFICATION

SECTION 1. An active member of Alpha Kappa Alpha Sorority is a soror who meets all financial requirements for the current year of both her chapter and the Boule. Every active member is a member of the Boule.

SECTION 2. The Founders, Charter Members, Incorporators, and Past Supreme Basilei of Alpha Kappa Alpha Sorority shall be active members of the Boule for life without financial obligations to Alpha Kappa Alpha Sorority, Inc.

SECTION 3. Membership in Alpha Kappa Alpha Sorority may be classified as (1) undergraduate, (2) graduate, (3) general, (4) associate, (5) honorary, and (6) life.

SECTION 4. An undergraduate member is a soror who is pursuing a course of study leading to a baccalaureate (bachelor's degree) in an accredited two-, three-, or four-year senior college or university who has been initiated under Article IV (New Members) of the By-Laws.

SECTION 5. A graduate member is a soror who has earned a baccalaureate (bachelor's), graduate, or professional degree in an accredited two-, three-, or four-year senior college or university.

SECTION 6. GENERAL MEMBERS

a. A General Member is a soror who lives in a locality where there is no alumna chapter and who meets the financial obligation of the Boule according to Article VI, Section 4 of the By-Laws.

b. A General Member is a graduate soror who moves to another community for the purpose of studying full time. She shall meet the financial obligations of the Boule according to Article VI, Section 4 of the By-Laws. Such classification shall be available for the duration of the period of study.

c. A General Member is a soror who is in attendance at a college or university where no chapter of Alpha Kappa Alpha exists and who has been initiated under the procedures set forth in Article IV, Section 19 of the By-Laws.

d. A General Member is an undergraduate soror who leaves school before receiving a degree and who, following her withdrawal, affiliates with the Boule. At the end of two years she may transfer to an alumna chapter as an Associate Member.

e. A General Member is an undergraduate soror classified as an extension student who, after six years' continuous membership in the same chapter, affiliates with the Boule.

f. A General Member is a soror who is unable to participate actively in the affairs of her local chapter.

g. A General Member is a soror who is enrolled in an accredited college or university, who is pursuing a course of study leading to a graduate or professional degree which is not predicated upon the attainment of a baccalaureate (bachelor's degree).

SECTION 7. ASSOCIATE MEMBER. An Associate Member is an undergraduate soror who leaves school before receiving a degree and affiliates with an alumna chapter after a two-year period following her withdrawal. An Associate Member is also an undergraduate soror classified as an extension or irregular student who, after six years' continuous membership in the same chapter, affiliates with an alumna chapter. If at the time of transfer she resides in a community where there is an alumna chapter, she may transfer through the Alpha Kappa Alpha Office to the alumna chapter or to general membership.

SECTION 8. HONORARY MEMBER. An Honorary Member is a woman to whom honorary membership is extended because of her high ethical standing and national recognition of noteworthy achievement. She shall have the privilege of participating in all activities of the Boule and chapters and shall enjoy speaking but not voting privileges. Honorary Members shall not share in the financial obligations of chapters or the Boule. Honorary Members who become active members relinquish all rights to Honorary membership. Names of persons to be considered for Honorary membership must be presented in writing by a chapter to the Directorate. A two-thirds vote of the Directorate will be required for election.

SECTION 9. LIFE MEMBER. A Life Member is a soror who possesses the following qualifications and voluntarily requests and accepts the following provisions:

a. She shall have been a member of the Sorority at least twenty-five years and shall have been continuously active during the ten years preceding application for life membership. All future payments of per capita tax to Alpha Kappa Alpha Sorority shall be cancelled upon payment of two hundred fifty dollars (\$250.00) to the Alpha Kappa Alpha Office.

b. Sorors who have been members of the Sorority for at least twenty-five years and who have been active a total of ten years during the twenty-five years may obtain a life membership on payment of five hundred dollars (\$500.00) to the Alpha Kappa Alpha Office.

c. A soror who has been a financial member for at least fifty years may obtain a life membership upon payment of one hundred dollars (\$100.00) to the Alpha Kappa Alpha Office.

(Payments may be in installments of not less than \$50.00 but must be completed at the time the life membership becomes effective.)

The life member shall receive a life membership certificate and a financial card, and the *Ivy Leaf* regularly. As a member of the Boule, she shall have speaking privileges. She shall not be required to attend chapter meetings or in any other way participate in chapter activities; but nationally, she shall receive all courtesies accorded an active soror. She shall not be required to assume chapter obligations and, therefore, will have no voting privileges in the chapter. Should she wish to vote or participate in chapter activities, she must assume her share of the chapter's obligations. (*See Manual of Standard Procedures.*)

MEMBERSHIP IN OTHER SORORITIES

SECTION 10. A member of Alpha Kappa Alpha Sorority shall not accept any type of membership in other sororities except in those of an honorary or professional nature which do not have undergraduate chapters and those which are not eligible for membership in any Panhellenic organization.

SECTION 11. Alpha Kappa Alpha Sorority shall not consider for membership any woman who is a member of a Panhellenic organization. This provision shall not be applicable to membership in honorary or professional organizations.

NEW MEMBERS — UNDERGRADUATE

SECTION 12. All undergraduate chapters shall have an Ivy Leaf Pledge Club. The Ivy Leaf Pledge Club shall be the official and only pledge club of Alpha Kappa Alpha Sorority. No chapter shall acquiesce, passively or actively, in the operation of a pledge club or interest group prior to the time of pledging; and at no time prior to the approval by the Regional Director shall there be the imposition of a financial obligation, the collection of fees, the specification of required clothing or accessories, or the establishment of a relationship with any chapter of Alpha Kappa Alpha Sorority, Inc., and an applicant. Induction into membership of the Ivy Leaf Pledge Club must involve the pledging ceremony which is a part of induction into full membership in Alpha Kappa Alpha Sorority.

Membership in an Ivy Leaf Pledge Club is an official relationship to Alpha Kappa Alpha Sorority and is transferable from one chapter to another. The establishment of the Ivy Leaf Pledge Club must be in accordance with procedures outlined in the Manual of Standard Procedures. The emphasis in the Ivy Leaf Pledge Club shall be on a broad, general orientation into sorority life.

The official and only Pledge Program of Alpha Kappa Alpha Sorority, Inc. shall be developed by the Directorate.

SECTION 13. Application for membership in the Ivy Leaf Pledge Club must be made in writing to the undergraduate chapter. Chapters may hold a meeting three times per year at which votes upon candidates for the Ivy Leaf Pledge Club membership shall be taken, except where college or university regulations prohibit. A candidate's name may be voted upon

only once at each of the meetings. At least seven days prior to the voting date, each active chapter member must receive a written notice which stipulates that applications for membership will be considered.

SECTION 14. An undergraduate, to be considered as a candidate for membership in the Ivy Leaf Pledge Club, must be a woman of high ethical and moral standards, matriculating as a full-time student at the school where the campus chapter is located or matriculating as a full-time student in a school in the community where a city chapter of undergraduate status is located, and must have creditably completed one grading period in that school.

SECTION 15. Undergraduate candidates must have attained the cumulative average of C+ and the semester average of C+. In those two, three, or four-year senior colleges or universities using pass-fail, required competency, or good standing systems of grading, either shall be acceptable.

SECTION 16. Extension students who are attending a school at the time of voting and who have attained the classification of senior (90 semester hours) are eligible to be voted upon. An extension student is one who is enrolled in and pursuing a course leading to a degree in an accredited two-, three-, or four-year senior college or university but not in the regular college session.

SECTION 17. Names of all candidates for the Ivy Leaf Pledge Club shall be placed on the ballot and a secret vote taken. In chapters where the membership is less than forty, two-thirds of the active membership must be present at the time of voting. A favorable vote shall consist of a majority vote. In an undergraduate chapter of forty or more, a favorable vote shall consist of two-thirds of the active membership present.

SECTION 18. Undergraduate candidates of campus chapters matriculating in colleges or universities where admission to sororities is governed by the National Panhellenic Association of America, or National Panhellenic Conference,

shall be accepted as members of the Ivy Leaf Pledge Club under the prevailing standards of that college or university.

SECTION 19. Undergraduate candidates of city chapters matriculating in colleges or universities where admission to sororities is governed by the National Panhellenic Association of America or the National Panhellenic Conference shall be accepted as members of the Ivy Leaf Pledge Club under the prevailing standards of that college or university. All other candidates for the Ivy Leaf Pledge Club of that city chapter shall be accepted under the same standards.

SECTION 20. All candidates must be approved by the Regional Director prior to acceptance into the Ivy Leaf Pledge Club. Approval must be obtained in accordance with procedures outlined in the *Manual of Standard Procedures*. After favorable action on a candidate has been taken and approval given by the Regional Director, the candidate shall be sent a written notice stating time and place of pledging.

SECTION 21. An undergraduate who attends a college or university where no chapter of Alpha Kappa Alpha Sorority exists may be initiated into Alpha Kappa Alpha Sorority upon the recommendation of a chapter in her hometown or the chapter of the city in which the college is located. The Regional Director has the responsibility of presenting the credentials of the candidate and the recommendation to the Directorate. Following approval by the Directorate, the candidate is to be initiated by the Regional Director, or her designee, in accordance with the procedures outlined in the *Manual of Standard Procedures*. The undergraduate soror, initiated by the Regional Director, becomes a General Member until she graduates or transfers to a college where there is a chapter of Alpha Kappa Alpha Sorority.

Whenever the number of general members at any college or locality is or will become twelve (12) or more with the initiation of proposed members, the Regional Director shall review the membership to determine whether the establishment of a

chapter is feasible. The recommendation of the Regional Director for general membership shall include a statement as to the number of general members and the feasibility of establishment of a chapter. Review by the Regional Director shall not be necessary if the rules of the college or university preclude or prohibit the formation of a chapter.

SECTION 22. Membership in the Ivy Leaf Pledge Club may be withdrawn at any time prior to initiation for valid reasons upon a two-thirds vote of members present at a meeting for which written notices have been sent to each chapter member at least seven days prior to the meeting. The withdrawal of membership shall be subject to the Regional Director's approval.

PLEDGING AND INITIATION

SECTION 23. Pledging is the ceremony at which candidates acted upon favorably take their vows of allegiance to Alpha Kappa Alpha Sorority. The period between pledging and initiation shall be the orientation period and shall not exceed four (4) weeks except on college campuses where university or Panhellenic Conference regulations dictate other procedure.

SECTION 24. Probation is the period during which actual assigned duties are performed by the pledges. The probation period shall not exceed one week's duration. Duties shall be determined by the chapter and assigned by the Dean of Pledges, subject to the approval of the Graduate Advisor.

SECTION 25. A pledgee shall be suspended from probation only with the approval of the Graduate Advisor and the Regional Director. The Regional Director shall have the power to suspend probation activities for violation of sorority rules.

NEW MEMBERS — GRADUATE

SECTION 26. In considering candidates for membership, alumna chapters shall take the initial steps. A soror who desires to serve as the sponsor of a prospective candidate shall present to the Grammateus of the chapter the membership recommen-

dation blank and three letters of recommendation from active sorors in the chapter. The Grammateus will read the information blank to the chapter at a meeting for which written notice shall have been sent to each member at least seven days prior to the meeting. A ballot will be prepared by the Grammateus and voting will take place at the same meeting at which candidates' names and recommendations are presented.

SECTION 27. Alumnae chapters may hold only one meeting a year at which voting upon prospective candidates may take place. A prospective candidate's name may be voted upon only once for a given initiation.

SECTION 28. Names of all prospective candidates shall be placed on one ballot and a secret vote taken. A favorable vote shall consist of two-thirds of the members voting.

SECTION 29. A candidate for graduate initiation must be a woman of high ethical and moral standards who has attained a baccalaureate, graduate, or professional degree from an accredited senior college or university and who has some definite contribution to make to Alpha Kappa Alpha Sorority.

SECTION 30. All candidates must be approved by the Regional Director prior to the time of pledging. Approval must be obtained in accordance with procedures outlined in the *Manual of Standard Procedures*. After favorable action on a candidate has been taken and approval given by the Regional Director, the candidate shall be sent a written notice stating the time and place of pledging.

SECTION 31. Initiation for graduate candidates shall take place at the completion of the orientation period. The period between the pledge ceremony and the initiation is the orientation and must not exceed four (4) weeks.

SECTION 32. Candidacy for membership in an alumna chapter may be withdrawn for valid reasons at any time prior to initiation upon a two-thirds vote of the members present at a meeting for which written notice has been sent to each chapter

member at least seven (7) days prior to the meeting. The withdrawal of candidacy shall be subject to the approval of the Regional Director.

SECTION 33. Initiation is the ceremony at which a candidate takes the final vows to the Sorority and declares an allegiance from which she cannot later withdraw.

SECTION 34. Pledging and initiation in all chapters shall follow the prescribed rituals. Regulations regarding purchase of pins and procurement of the certificate of membership and financial card which are contained in the *Manual of Standard Procedures* must be followed.

TRANSFERS

SECTION 35. A transfer from the Alpha Kappa Alpha Office shall be necessary when a soror's membership classification or chapter affiliation changes.

a. Immediately upon graduation a soror shall transfer to an alumna chapter or to the Boule with the status of general member.

b. Sorors who were members of a dissolved chapter shall be transferred to the Boule with the status of general members.

c. An undergraduate soror who withdraws from school may be transferred to associate membership or to general member.

d. An undergraduate who is a part-time student and has been a member of the same chapter for four years must be transferred through the Alpha Kappa Alpha Office to the alumna chapter in the community or to general membership. If there is no alumna chapter in the community where she resides, she must transfer to the Boule with the status of a general member.

SECTION 36. A graduate member may request membership in a chapter of her choice.

SECTION 37. A soror must clear through the Alpha Kappa Alpha Office all financial obligations to her former chapter and the Boule before receiving her transfer. No chapter shall accept a soror into active membership before receiving the soror's transfer from the Alpha Kappa Alpha Office, and no chapter shall have the power to refuse to accept a soror for whom a transfer has been received. A soror's current financial obligations to her chapter begin as of the date of the transfer on a pro-rata basis. Where two alumnae chapters exist in a city, transfer from other chapters will be issued to either chapter in accordance with the soror's request. Inactive sorors of a city where there are two alumnae chapters may be reinstated in either chapter.

ARTICLE V — PENALTIES AND RESTORATION OF PRIVILEGES

INDIVIDUAL VIOLATIONS

SECTION 1. Each member shall have knowledge of and shall comply fully, and in good faith, with the Constitution and By-Laws of Alpha Kappa Alpha Sorority, Inc. Penalties or sanctions may be imposed when members violate their obligations under the Constitution or By-Laws.

SECTION 2. The Regional Director shall have the authority subject to the approval of the Supreme Basileus, to determine whether a violation has occurred and to impose individual penalties.

SECTION 3. The penalties for violation of the Constitution or By-Laws of Alpha Kappa Alpha Sorority, Inc., by individual members include (a) withdrawal of individual privileges, (b) suspension, and (c) expulsion.

(a) *Withdrawal of Individual Privileges.* Withdrawal of individual privileges may include, but shall not necessarily be limited to, forfeiture of the right to vote in chapter meetings, hold office, participate in or attend social affairs of the chapter or officially represent the chapter or Alpha Kappa Alpha Sorority until such times as the privileges are restored.

The withdrawal of individual privileges shall be in force until the Regional Director declares that the causes for the penalty are removed or until the designated period of the penalty has expired, except in the following instances;

(1) *Withdrawal of individual privileges of members guilty of paddling, hazing, or any other form of brutality shall remain in force for a period of not less than twelve months.*

(2) *Withdrawal of individual privileges of members guilty of circulating letters, telegrams, etc., without prior approval, or for issuing statements in the name of Alpha Kappa Alpha Sorority, Inc., shall remain in force for a period of not less than ninety days.*

(b) *Suspension.* Suspension of an individual shall disqualify the individual from participation in the sorority and all sorority activities for the period of the suspension. The period of suspension shall be determined by the Supreme Basileus.

(c) *Expulsion.* Expulsion shall revoke the individual's membership in Alpha Kappa Alpha Sorority, Inc., and any chapter thereof. Membership shall not be revoked except by a two-thirds vote of the authorized delegates at a duly convened meeting of the Boule.

SECTION 4. A chapter may impose the penalty of withdrawal of individual privileges upon a member for infractions of the sorority rules not covered in Section 3 above. A decision to invoke the penalty must be voted by a two-thirds vote of the membership at a meeting for which written notice has been given. In the case of an undergraduate chapter, the Graduate Advisor must be present. The member must be notified in writing of the action taken by the chapter and conditions of restoration. A copy of the notice shall be sent to the Regional Director and the Alpha Kappa Alpha Office.

CHAPTER VIOLATIONS

SECTION 5. Each chapter shall have knowledge of and shall comply fully, and in good faith, with all provisions of the Constitution and By-Laws and all duly issued directives (of the

Regional Director, Supreme Basileus or the Directorate). Penalties or sanctions may be imposed when chapters violate their obligations under the Constitution or By-Laws.

SECTION 6. The Regional Director shall have the authority, subject to the approval of the Supreme Basileus, to determine whether a violation has occurred and to impose all chapter penalties except the lifting (revocation) of the chapter charter.

SECTION 7. Any chapter determined to be in violation of the Constitution, By-Laws or other rules, regulations or directives of Alpha Kappa Alpha Sorority, Inc., shall be subject to the imposition of penalties including (a) withdrawal of chapter privileges, (b) suspension and (c) lifting (revocation) of chapter charter.

WITHDRAWAL OF CHAPTER PRIVILEGES

Withdrawal of chapter privileges may include, but shall not be limited to, forfeiture of the right to initiate new members, to be represented at regional conferences and Boules or in any way represent Alpha Kappa Alpha Sorority. The duration of the period during which privileges are withdrawn shall be determined by the Regional Director, except in the following instances:

(1) Withdrawal of chapter privileges of a chapter guilty of paddling, hazing or any other form of brutality shall remain in force for twelve months.

(2) Withdrawal of chapter privileges shall remain in force for chapters guilty of circulating letters, telegrams, etc., without prior approval or for issuing statements in the name of Alpha Kappa Alpha Sorority for a period of not less than ninety days.

(3) Any undergraduate chapter which loses scholastic standing because of failure to meet the required average of C+ shall be subject to withdrawal of chapter privileges until the end of the grading period when the scholastic requirement is met.

(4) A chapter which fails to enforce the withdrawal of individual privileges for violations included in any section above, shall be subject to withdrawal of chapter privileges.

* (5) A chapter which fails to submit the annual chapter report as required shall be subject to withdrawal of chapter privileges.

SUSPENSION OF CHAPTERS

* Serious, intentional, aggravated or continuing violations by a chapter may warrant imposition of the penalty of suspension by the Regional Director. After investigation, the Regional Director may restore the status of the chapter or may suspend the chapter. The suspension and the duration of the same shall be determined by the Regional Director, subject to approval by the Supreme Basileus or the Directorate. A chapter which has been suspended three times within a period of six years shall be dissolved by the Boule.

REVOCAION OF CHAPTER CHARTER

Sole authority for the revocation of a chapter charter, also known as the lifting of the chapter charter or dissolution of the chapter, is vested in the Boule. Recommendations for revocation of the chapter charter must be forwarded to the Boule through the Directorate.

OFFICERS AND OTHERS

SECTION 8. Any member of the Directorate who is found guilty of violating the Constitution or By-Laws or established procedures or is found guilty of constantly neglecting or failing to discharge her duties may be removed from office by a two-thirds vote of the Directorate after findings have been presented by a committee composed of three members of the Directorate and four members not holding office in the Boule. This committee shall be appointed by the Supreme Basileus.

SECTION 9. Any chairman of a standing committee who is found guilty of constantly neglecting or failing to discharge duties assigned to her may be removed as chairman of the com-

mittee by the Supreme Basileus with the approval of two-thirds of the Directorate.

SECTION 10. Any member who does not meet the financial obligations of her chapter and the national body shall be suspended until financial obligations have been met. (See Article VI, Finances, Section 4 and 6.)

SECTION 11. A chapter may impose the penalty of withdrawal of individual privileges upon a member for infractions of the sorority rules not covered in Sections 8, 9, and 10 above. A decision to invoke the penalty must be voted by a two-thirds vote of the membership at a meeting for which written notice has been given. In the case of an undergraduate chapter, the Graduate Advisor must be present. The member must be notified in writing of the action taken by the chapter and conditions of restoration. A copy of the notice shall be sent to the Regional Director and the Alpha Kappa Alpha Office.

SECTION 12. A soror may be expelled from Alpha Kappa Alpha Sorority only by action of the Boule. Expulsion shall require two-thirds of the votes cast.

RESTORATION TO GOOD STANDING

SECTION 13. Chapters or members subject to withdrawal of individual or chapter privileges shall be restored to good standing (1) when the cause of the penalty is removed; (2) when the time specified in the By-Laws has expired; (3) when the financial obligations have been met; or (4) by a two-thirds vote of the chapter when the penalty was invoked by the chapter as stated in Section 12 for violations.

ARTICLE VI — FINANCES

SECTION 1. The fiscal year of the Boule shall be from January 1 to December 31.

SECTION 2. All regular Boule dues and assessments are due and payable to the Alpha Kappa Alpha Office by January 1 of each year.

SECTION 3. Each chapter shall pay annually to the Boule a chapter tax. All undergraduate chapters shall pay a chapter tax of \$50.00. Alumna chapters shall pay a chapter tax of \$100.00.

SECTION 4. Each alumna chapter member shall pay a yearly per capita tax of \$45.00. Each general member shall pay a yearly per capita tax of \$55.00. Each undergraduate chapter member shall pay a yearly per capita tax of \$25.00.

SECTION 4. Each alumna chapter member, each general member, and each undergraduate chapter member shall pay a yearly per capita tax. Proposals for the per capita tax shall be presented with the Budget report and voted upon at the Boule.

(Note: This provision shall become effective at the 1988 Boule and shall replace Article VI, Section 4 above).

SECTION 5. The Founders, Charter Members, Incorporators, and Past Supreme Basilei of Alpha Kappa Alpha Sorority shall be considered as active members of the Boule for life without financial obligations to the Alpha Kappa Alpha Sorority.

SECTION 6. Each Ivy Leaf Pledge Club member shall pay \$15.00 upon her admission to the Pledge Club and at yearly intervals thereafter whenever membership is renewed in the Pledge Club. The \$15.00 fee shall be sent to the Alpha Kappa Alpha Office.

SECTION 7. Each member affiliated with a chapter shall pay to the local chapter all regular dues and assessments constituting the chapter's annual budget. The per capita tax which shall be included in the budget, shall not be transmitted to the Alpha Kappa Alpha Office until financial obligations to the chapter have been met in accordance with chapter by-laws.

SECTION 8. Any chapter which has an annual income of \$500 or more shall bond its Tamiochous.

SECTION 9. Each chapter shall send annually to the Alpha Kappa Alpha Office a report of its income and disbursements

for the fiscal year ending December 31, and a copy of the budget adopted by the chapter for the new fiscal year. The report and budget shall be submitted on forms provided by the Alpha Kappa Alpha Office.

SPECIAL FEES AND FINES

SECTION 10. A charter fee of \$250.00 for graduate chapters and \$100.00 for undergraduate chapters shall be paid to the Alpha Kappa Alpha Office.

SECTION 11. An initiation fee not to exceed \$70.00 for graduates and \$55.00 for undergraduates shall be paid to the chapter by the candidates approved for the initiation. Of this amount, \$65.00 for graduate candidates and \$50.00 for undergraduate candidates should be sent to the Alpha Kappa Alpha Office at the time materials for initiation are requested. The maximum cost of initiation per candidate may not exceed \$150.00. This amount shall include the first per capita tax.

SECTION 12. Any member of the alumna chapter who has been unfinancial for one year or more may reactivate by paying \$55.00. The fee may be paid through the chapter or to the Alpha Kappa Alpha Office. Payment of the reinstatement fee will cancel all regular past indebtedness to both the former chapter and the Boule. Current dues and assessments will begin at the time of reactivation.

Any general member who has been unfinancial for one year or more may reactivate by paying \$66.00 directly to the Alpha Kappa Alpha Office.

Any undergraduate member who has been unfinancial for one year may reactivate upon paying \$27.50.

SECTION 13. All dues and assessments due and payable January 1 of each year are subject to a late fee of ten percent of the entire amount if received in the Alpha Kappa Alpha Office after February 15.

SECTION 14. A duplicate financial card may be obtained from the Alpha Kappa Alpha Office upon payment of a fee of \$1.50.

AUDITING

SECTION 15. The financial accounts of the Executive Director and the Supreme Tamiouchos shall be audited annually by a certified public accountant.

SECTION 16. The financial accounts and office expenses of all officers and persons handling funds of the Sorority shall be audited under the direction of the Finance Committee. Expense vouchers must accompany all financial records. Such reports shall be presented to the Supreme Tamiouchos the first day of the Boule.

SECTION 17. Appropriations for the ensuing year shall not be granted to any officer or other persons handling funds of the Sorority whose accounts have not been properly certified or audited for the current year.

ARTICLE VII — RULES GOVERNING THE BOULE

SECTION 1. All business requiring registered approval or rejection shall be voted upon by the authorized delegates, the members of the Directorate, members of the Founding Group, Incorporators, Past Supreme Basilei, the Executive Director and the Deputy Director.

SECTION 2. Delegates to the Boule shall be duly elected and certified representatives of General Members, and those specified in Section 1.

SECTION 3. At the first session of the Boule, the following shall be seated together: authorized delegates of the chapters and authorized delegates of the general members, members of the Directorate, members of the Founding Group, Incorporators, the Executive Director and the Deputy Director. Other sorors attending the Boule shall be seated in a separate section.

SECTION 4. Two sorors shall be appointed to serve as Philackter and Hodegos during the Boule. It shall be the duty of the Philackter to organize a committee to efficiently guard the doors and entrances to the Boule and to announce all alarms. The Hodegos shall receive and introduce all visitors. She shall also assist the Philackter.

SECTION 5. Every financial chapter shall be entitled to not less than two delegates and two alternates to serve as a substitute if a delegate is absent. Every chapter having a membership of more than ten shall be entitled to one additional delegate and one alternate for every fifteen members or fraction thereof, up to the number of twelve delegates.

SECTION 6. General Members present at the Boule shall at the beginning of the first session, elect one or more persons to represent them as authorized delegates in accordance with Article VII, Section 5 of the By-Laws.

SECTION 7. The operating expenses of the Boule shall be assumed by Alpha Kappa Alpha.

REGISTRATION

SECTION 8. Each soror attending the Boule shall at the time of registration pay a fee, the amount of which shall be approved by the Directorate.

SECTION 9. Courtesy registration shall be provided by the Sorority for all members of the founding group, Incorporators, Past Supreme Basilei, members of the Directorate, honorary members, chairmen of standing committees, members of the National Nominating Committee and staff who are in attendance at the Boule.

VOTING

SECTION 10. Each delegate shall have one vote.

SECTION 11. Only the votes of the delegates or their alternates present in session shall be counted.

SECTION 12. The voting strength of the Boule shall be the total number of delegates registered with the Boule at the time of voting.

SECTION 13. A plurality vote shall be required on all regular business unless otherwise provided for in the By-Laws. (*See provisions for quorum necessary for business in Article IV, Section 3 of the Constitution.*)

SECTION 14. Voting on candidates for office shall take place not later than the morning of the final day of the Boule.

SECTION 15. Directorate, Regional Conference, and Standing Committee recommendations must be presented and voted upon before the close of the morning session of the final day of the Boule.

ARTICLE VIII — VOTING IN DIRECTORATE

All business requiring approval or rejection shall be decided by majority vote of the Directorate. Two-thirds of the members of the Directorate must be present to transact business. Whenever a proposal is circularized, a favorable vote shall consist of two-thirds of the Directorate.

ARTICLE IX — OFFICIAL PUBLICATION

The name of the official publication shall be known as *Ivy Leaf*. It shall be published not less than three times a year.

ARTICLE X — EMBLEMS, PINS, COLORS, AND FLOWER

SECTION 1. Each member of the sorority must purchase the official Alpha Kappa Alpha pin at the time of initiation.

SECTION 2. The pin shall be a green enameled ivy leaf lettered in gold and encrusted with pearls. A diamond may be embedded in the apex of the ivy leaf or in each of the three points of the ivy leaf.

SECTION 3. Members of the Ivy Leaf Pledge Club shall wear a small green enameled ivy leaf.

SECTION 4. A soror may purchase a guard. It may be a guard of the chapter in which she was initiated or to which she has transferred. It shall be in plain gold or encrusted with pearls.

SECTION 5. Each honorary member shall wear a pin of three small green enameled ivy leaves lettered and encircled in a wreath of pearls. The pin shall be presented by the sorority. Each Supreme Basileus shall wear the badge of office which shall be presented by the sorority at the time of her installation into office.

SECTION 6. The pin of an Ivy Beyond the Wall may be interred with the body, retained by the family, or retained by another soror. The Basileus of the chapter shall notify the Alpha Kappa Alpha Office concerning the final disposition of the pin.

SECTION 7. The colors of Alpha Kappa Alpha Sorority shall be salmon pink and apple green. They shall be used on all public occasions of the sorority.

SECTION 8. The official flower of Alpha Kappa Alpha Sorority shall be the Pink Tea Rose.

COAT-OF-ARMS (SORORITY CREST)

SECTION 9. The sorority shall have as its official insignia a coat-of-arms (sorority crest) as described in the Initiation Ritual. This crest must not be reproduced under any conditions without the permission of the Alpha Kappa Alpha Office. Reproduction without permission is a legal infringement and the violator is subject to prosecution.

TRADEMARKS

SECTION 10. The pin, the coat-of-arms, and the term "Fashionetta" have received trademark registration in the United States Patent Office. The pin and coat-of-arms must not be reproduced without permission of Alpha Kappa Alpha

Sorority. The term "Fashionetta" when used should appear: "FASHIONETTA."

THE OFFICIAL SEAL

* SECTION 11. The official seal of the sorority shall be used by the Alpha Kappa Alpha Office only to validate documents and official papers issued by that office. Under no circumstances shall a chapter or a member use the sorority seal.

ARTICLE XI — AMENDING THE BY-LAWS

SECTION 1. The By-Laws may be amended at a regular meeting of the Boule by a two-thirds of the votes cast, provided that the proposed amendments shall have been circulated to chapters no later than April 30 preceding the Boule.

SECTION 2. Any chapter or general members wishing to amend or alter the By-Laws of the Boule shall forward the proposed change to the Regional Conference for consideration. If favorably acted upon, it shall be sent to the Alpha Kappa Alpha Office by the Regional Director within 30 days following the conference.

Changes proposed by the Directorate, Standing or Special Committees shall be forwarded to the Alpha Kappa Alpha Office no later than January 1 preceding the Boule.

SECTION 3. Any active chapter absent from the Boule may vote by mail upon proposed amendments to the By-Laws. A copy of the proposed amendments with the chapter vote and the signatures of three major officers (Basileus, Grammateus, Tamiouchos) shall be sealed in two envelopes and sent to the Alpha Kappa Alpha Office. The inner envelope shall be plainly marked "BALLOT." This envelope shall be opened only by the tellers when the votes are counted at a time designated by the Boule. Absent chapters shall be entitled to cast the same number of votes as they are allotted delegates as prescribed in Article VII, Section 5 of the By-Laws.

SECTION 5.

- A. A FINE OF FIFTY CENTS SHALL BE IMPOSED FOR LATENESS OF FIFTEEN MINUTES AFTER COMMENCEMENT AT A REGULAR MEETING BY A STUDENT MEMBER, UNLESS IN LIKE MANNER VALID REASONS FOR TARDINESS ARE PRESENTED TO THE EXECUTIVE COMMITTEE (BOARD OF DIRECTORS) OF THE CHAPTER, SHOWING SUFFICIENT CAUSE FOR REVOKING SUCH FINE.
- B. AT THE BEGINNING OF EACH SEMESTER, THE CHAIRPERSON(S) OF THE VENDING SERVICES COMMITTEE SHALL PRESENT TO THE BROTHERHOOD A PROPOSED OPERATING SCHEDULE FOR THE SNACKBAR WHICH SHALL INCLUDE THE NUMBER OF HOURS A BROTHER MUST WORK AT SAID SNACKBAR. THIS PROPOSAL SHALL BE BASED ON THE NUMBER OF ACTIVE BROTHERS IN THE CHAPTER FOR THE SEMESTER. FAILURE TO WORK THE SNACKBAR SHALL RESULT IN A PENALTY PER SCHEDULE WHICH SHALL ALSO BE INCLUDED IN THE CHAIRPERSON'S PROPOSAL.
- C. ANY FAILURE TO WORK OR TO FIND A SUBSTITUTE AT THE SNACKBAR SHALL RESULT IN A FINE OF \$5.00.

SECTION 6. ANY MEMBER OF THIS CHAPTER WHO SHALL VIOLATE ANY OF THE PROVISIONS OF THE CONSTITUTION AND STATUTORY CODE, RITUAL, BYLAWS, RULES, REGULATION OF ETHICS OF ALPHA KAPPA PSI, BOARD OF DIRECTORS, NATIONAL CHAPTER OR THIS CHAPTER, WHICH HAVE BEEN PROPERLY APPROVED, OR WHO SHALL DIVULGE ANY OF THE SECRETS OF THE FRATERNITY OR VIOLATE ANY OF THE FUNDAMENTAL LAWS THEREOF, OR WHO IS GUILTY OF CONDUCT UNBECOMING TO AN INDIVIDUAL OF HIGH MORAL CHARACTER, SHALL BE DEEMED GUILTY OF AN OFFENSE AGAINST THE FRATERNITY AND THIS CHAPTER AND SHALL BE SUBJECT TO FINE, REPRIMAND, SUSPENSION, OR EXPULSION (VI, 1; SC 92, 117B).

SECTION 7. A MEMBER MAY BE FINED OR REPRIMANDED AS PROVIDED BY THESE BYLAWS OR BY A MAJORITY VOTE OF THE CHAPTER OR THE EXECUTIVE COMMITTEE (BOARD OF DIRECTORS) BUT IN NO CASE SHALL A MEMBER BE SUSPENDED OR EXPELLED EXCEPT BY FAIR AND LEGAL TRIAL PROCEEDINGS IN AN OPEN MEETING AS PROVIDED FOR UNDER SECTION 117, CAPUT XI, OF THE CONSTITUTION AND STATUTORY CODE OF ALPHA KAPPA PSI, EXCEPT THAT IN THE CASE OF FINANCIAL DELINQUENCY OF A MEMBER EXCEEDING 30 DAYS, AUTOMATIC SUSPENSION MAY BE MADE IN ACCORDANCE WITH PROVISIONS OF ARTICLE VI, SEC. 2; CAPUT XI, SC111, 117 OF THE CONSTITUTION AND STATUTORY CODE OF ALPHA KAPPA PSI.

SECTION 8. IN THE CASE OF THE SUSPENSION OR EXPULSION OF A MEMBER, IT SHALL BE THE DUTY OF THE EXECUTIVE COMMITTEE (BOARD OF DIRECTORS) OR A MEMBER TO RECOVER THE RECOGNITION BUTTON, THE OFFICIAL ALPHA KAPPA PSI BADGE, AND MEMBERSHIP CERTIFICATE OF THE MEMBER IN QUESTION (SC 96).



North Carolina State University
Division of Student Affairs

Department of Student Development
Harris Hall
Box 7314
Raleigh, NC 27695-7314
Telephone (919) 737-2441

October 17, 1985

Ms. Barbara Davis
Mid-Atlantic Regional Director
Alpha Kappa Alpha
1900 Crestdale Dr.
Charlotte, NC 28216

Dear Ms. Davis,

Thank you for your response to my inquiry regarding Alpha Kappa Alpha's grade point average requirement for membership. My reference was a 1974 copy of your Constitution and By-Laws, which have apparently been amended (see attachment). Since our department has responsibility for maintaining up-to-date organizational files, I would greatly appreciate receiving a current copy of Alpha Kappa Alpha's Constitution and By-Laws. Thank you for your assistance.

Sincerely,

A handwritten signature in cursive script that reads "Evelyn M. Reiman".

Evelyn M. Reiman
Director of Student Development

EMR/mn



Alpha Kappa Alpha Sorority

INCORPORATED

ALPHA KAPPA ALPHA OFFICE: 5656 SOUTH STONY ISLAND AVENUE, CHICAGO, IL 60637

OFFICE OF

BARBARA W. DAVIS
Mid-Atlantic Regional Director
1900 Crestdale Drive
Charlotte, North Carolina 28216
(704) 393-2115

October 8, 1985

Mrs. Evelyn M. Reiman
Director of Student Development
Division of Student Affairs
North Carolina State University
Raleigh, NC 27607

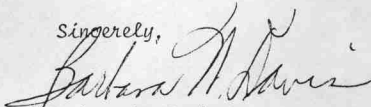
Dear Mrs. Reiman:

I am in receipt of a package of materials sent by Miss Sharon Suggs, a student at North Carolina State University.

Included in this package was a letter from you addressed to Miss Nicole Brown in which you inquired about Alpha Kappa Alpha's requirement for membership relative to grade point averages. It is true that Alpha Kappa Alpha Sorority, Inc. does require that both the preceding semester and the cumulative averages be at least a C+. This is stated in Article IV, Section 15 of our National By-Laws.

I appreciate your support and concern. If there are additional concerns, please feel free to contact me.

Sincerely,


Barbara W. Davis

cc: Miss Sharon Suggs
Miss Nicole Brown
Mrs. Thelma Anders
Mrs. Barbara S. Akinawole
National Office, AKA
Soror Faye B. Bryant

a total of ten years during the twenty-five years may obtain a life membership on payment of five hundred dollars (\$500.00) to the Alpha Kappa Alpha Office.

(Each sum may be paid in installments of not less than \$50.00 but must be completed at the time the life membership becomes effective.)

The life member shall receive a life membership certificate and a financial card, and the Ivy Leaf regularly. She shall be eligible for Boule membership with speaking privileges. She shall not be required to attend chapter meetings or in any other way participate in chapter activities, but nationally, she shall receive all courtesies accorded an active soror. She shall not be required to assume chapter obligations, and therefore, will have no voting privileges in the chapter. Should she wish to participate in chapter activities, she may do so by assuming her share of the chapter's obligations. (See Manual of Standards Procedures.)

MEMBERSHIP IN OTHER SORORITIES

SECTION 10. A member of Alpha Kappa Alpha Sorority shall not accept any type of membership in other sororities except in those of an honorary or professional nature which do not have undergraduate chapters and those that are not eligible for membership in any Panhellenic organization, or in those that are not seeking membership in Pan-Hellenic Council.

SECTION 11. Members of other sororities except those of an honorary or professional nature which do not have undergraduate chapters, and those that are not eligible for membership in any Panhellenic organization, or those that are not seeking membership in a Panhellenic organization, shall not be initiated into Alpha Kappa Alpha Sorority or considered for honorary membership by Alpha Kappa Alpha Sorority.

NEW MEMBERS - UNDERGRADUATE

SECTION 12. All undergraduate chapters shall have an Ivy Leaf Club. The Ivy Leaf Club shall be the official pledge club of Alpha Kappa Alpha Sorority. Induc-

tion into membership of the Ivy Leaf Club must involve the pledging ceremony which is a part of induction into full membership in Alpha Kappa Alpha Sorority. Membership in an Ivy Leaf Club is an official relationship to Alpha Kappa Alpha Sorority and is transferable from one chapter to another. The establishment of the Ivy Leaf Club must be in accordance with procedures outlined in the Manual of Standard Procedures. The emphasis in Ivy Leaf Clubs shall be on a broad, general orientation into sorority life.

SECTION 13. Application for membership in the Ivy Leaf Pledge Club must be made in writing to the undergraduate chapter. Chapters may hold a meeting three times per year at which votes upon candidates for the Ivy Leaf Pledge Club membership shall be taken, except where college or university regulations prohibit. A candidate's name may be voted upon only once at each of the meetings. At least seven days prior to the voting date, each active chapter member must receive a written notice which stipulates that applications or recommendations for membership will be considered.

SECTION 14. An undergraduate, to be considered as a candidate for membership in the Ivy Leaf Pledge Club, must be matriculated at the school where the campus chapter is chartered or matriculated in a school in the community where a city chapter of undergraduate status is located, and must have creditably completed one grading period in that school.

* SECTION 15. Undergraduate candidates must have attained the cumulative average of C+.

SECTION 16. Extension students who are attending a school at the time of voting and who have attained the classification of senior (90 semester hours) are eligible to be voted upon. An extension student is one who is enrolled in and pursuing a course leading to a degree in an accredited two-, three-, or four-year senior college or university but not in the regular college session.

SECTION 17. Names of all candidates for the Ivy Leaf Pledge Club shall be placed on the ballot and a



North Carolina State University
Division of Student Affairs

Department of Student Development
Harris Hall
Box 7314
Raleigh, NC 27695-7314
Telephone (919) 737-2441

October 4, 1985

Nicole Brown
President, Alpha Kappa Alpha
Kappa Omicron Chapter

Dear Ms. Brown:

I have recently received an inquiry from Ms. Sharon Suggs regarding Alpha Kappa Alpha's GPA requirements for membership. In reviewing the constitution we have on file for your organization I noted that "undergraduate candidates must have attained the cumulative average of C+." Ms. Suggs maintains that she has met this requirement but that she was informed that she was not eligible because of an additional requirement of a 2.3 preceding semester. This has understandably caused some confusion on her part. If there have been any changes to your constitution or if there are any other reasons why Alpha Kappa Alpha considers Ms. Suggs ineligible, we would both like to be informed as soon as possible.

Thank you for your consideration. I am available at 737-2441.

Sincerely,

A handwritten signature in cursive script that reads "Evelyn M. Reiman".

Evelyn M. Reiman
Director of Student Development

cc: Thelma Anders
Barbara Davis
Sharon Suggs



Alpha Kappa Alpha Sorority

Kappa Omicron Chapter
North Carolina State University
Raleigh, North Carolina

cc: Thelma
Anders
1315 Garner Rd 27610
Raleigh
Barbara Davis
1900 Custale Dr
Charlotte NC 28216

October 1, 1985

Dear *Sharon* :

We the ladies of Kappa Omicron Chapter, Alpha Kappa Alpha Sorority, Inc. have received your letter expressing your interest to become a member of our organization.

We appreciate your interest, but your application did not satisfy our minimum GPA requirement of a 2.3 preceding semester and a 2.3 overall.

If there are any questions, please contact Angela Charles 737-5187 or Nicole Brown 737-5510.

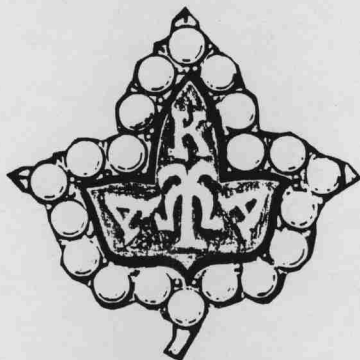
Sincerely,

The Ladies of Kappa Omicron

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Alpha Kappa Alpha Sorority, Inc.



**Undergraduate Membership
Handbook
for
Colleges**

PURPOSE

Alpha Kappa Alpha Sorority, Inc. is the oldest Greek-letter organization founded by black American women. Her growth is manifested through the pledging and initiation of new members both graduate and undergraduate.

Membership in Alpha Kappa Alpha provides an outlet for women to render service to others through involvement in the community, in addition to forming life-long friendships, developing one's talents, leadership and organizational skills. The philosophy of Alpha Kappa Alpha in regard to welcoming young women into the sisterhood is one of mutual esteem and regard for all, this philosophy is the tone of membership from pledging through initiation.

Pledging in undergraduate chapters should provide activities which enhance the college experience and establish bonds of sisterhood which will reach beyond the college environment. It is a time when the bonds of sisterhood should be so strongly forged that in later years, the strength of the sisterhood will always keep Alpha Kappa Alpha foremost in a sorors heart. The pledging ceremony is the most important milestone into Alpha Kappa Alpha. Membership into the Pledge Club represents a commitment from Alpha Kappa Alpha to the candidate. How the pledge is treated during the pledge and initiation periods can create a lasting impression in the minds of pledges.

The following pledge and probation program has been designed to nurture the social, personal and cultural growth of all pledges and members of the chapter. This program promotes positive, sisterly activities to make the transition from Pledge to Soror a worthwhile experience.

LETTER TO ALL UNDERGRADUATES

Dear Undergraduate Soror:

Alpha Kappa Alpha Sorority, Inc. perpetuates herself through the intake of new members. The membership program contained within this booklet is to insure the consistent processing of undergraduate candidates for membership in Alpha Kappa Alpha Sorority, Inc.

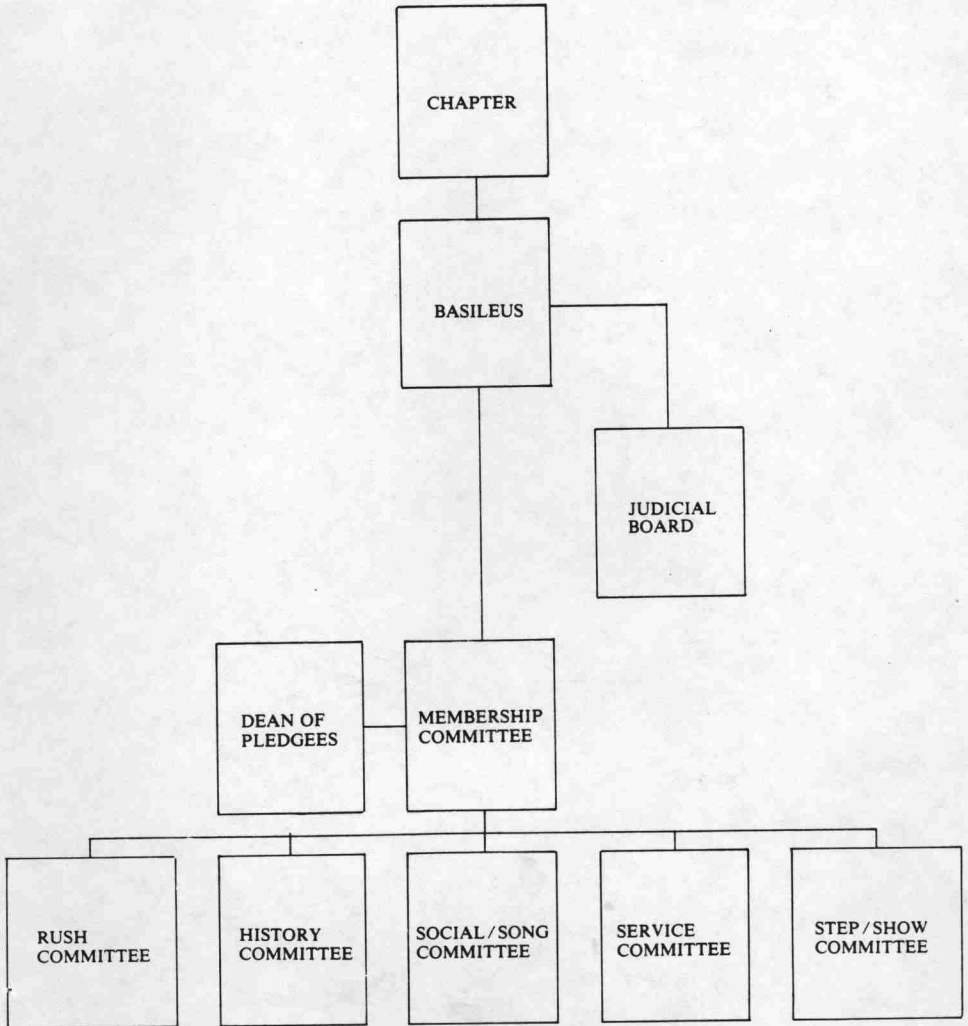
It should be understood that, through the action of the 1982 Boule, the only undergraduate membership process is the program that has been approved by the Directorate. This document is to be recognized as the *only* model for processing undergraduate candidates for membership in Alpha Kappa Alpha Sorority, Inc. *The only Rush, Pledge and Probation Activities to be implemented are those expressly prescribed within these pages.* No modifications, of any kind, are to be made without the written approval of the Regional Director.

Chapters and individuals who do not adhere to this, the undergraduate membership process, are subject to withdrawal of chapter and/or individual privileges pursuant to the Constitution and By-Laws of the Alpha Kappa Alpha Sorority, Inc.

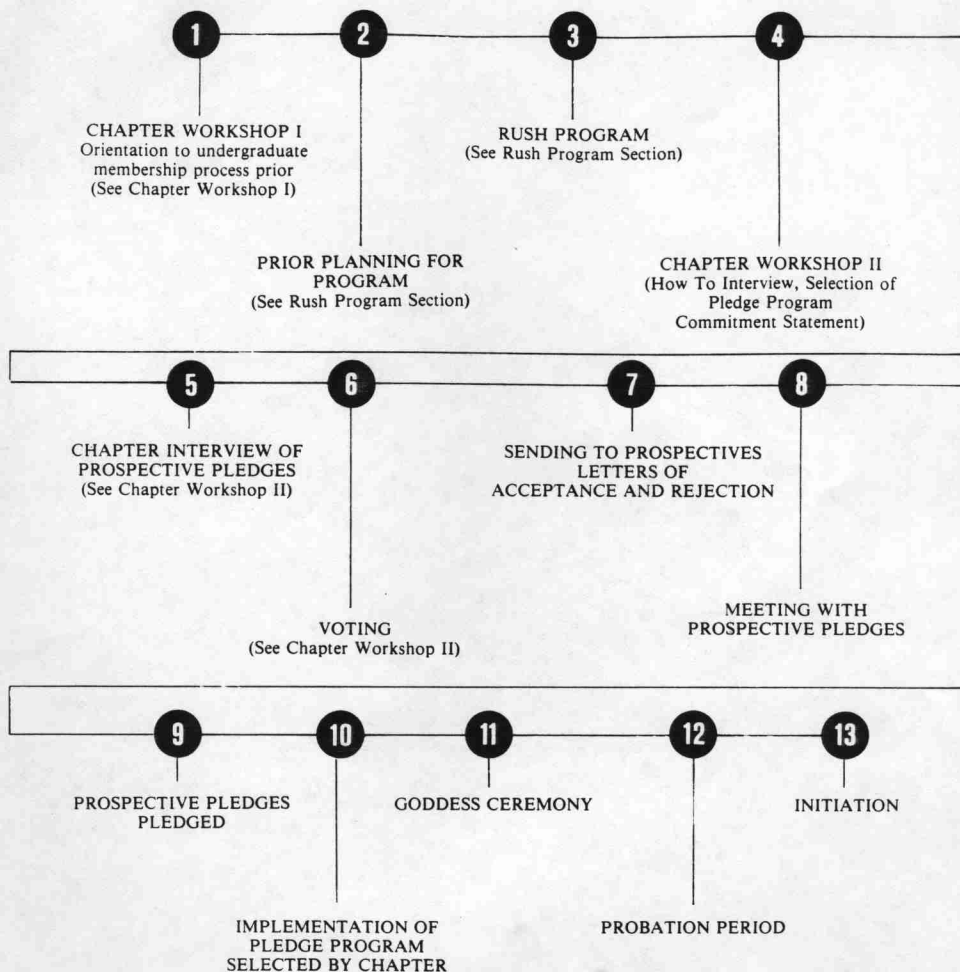
Sisterly,

THE NATIONAL UNDERGRADUATE ACTIVITES COMMITTEE

CHAPTER ORGANIZATIONAL CHART FOR UNDERGRADUATE MEMBERSHIP PROCESS



FLOW CHART OF UNDERGRADUATE MEMBERSHIP PROCESS



HANDOUT 1

PLEDGE PROGRAM AND PROBATION ACTIVITIES

A. ALPHA KAPPA ALPHA'S CRITERIA FOR MEMBERSHIP

1. ARTICLE IV — Sections 14 and 15 in the Constitution and By-Laws.

Section 14. An undergraduate, to be considered as a candidate for membership in the Ivy Leaf Pledge Club, must be a woman of high ethical and moral standards, matriculating as a full-time student at the school where the campus chapter is located or matriculating as a full-time student in a school in the community where a city chapter of undergraduate status is located, and must have creditably completed one grading period in that school.

Section 15. Undergraduate candidates must have attained the cumulative average of C+ and the semester average of C+. In those two, three, or four year senior colleges or universities using pass-fail, required competency, or good standing systems of grading, either shall be acceptable.

B. DEFINITION OF PLEDGE, PLEDGE PROGRAM, PROBATE AND PROBATION PERIOD

1. PLEDGE

An individual who has participated in Pledge Ceremony and in turn becomes a member of the Ivy Leaf Pledge Club. The pledge, while maintaining scholastic excellence, dedicates herself to the study of the sorority, its ideals, history and goals.

2. THE PLEDGE PROGRAM

The period of intensive study in which sorors and pledges strive for high scholarship collectively, and in a congenial manner, implement the Alpha Kappa Alpha Official Pledge Program.

3. PROBATE

An individual who is participating in the formal probation activities of the Alpha Kappa Alpha Official Pledge Program.

4. PROBATION PERIOD

The period in which sorors and pledges participate in the probation activities of the Alpha Kappa Alpha Official Pledge Program. The probation period shall not exceed one week.

HANDOUT 2 THE JUDICIARY BOARD

- A. The purpose of the Judiciary Board shall be to:
1. Monitor the activities of the Pledge and Probation Period.
 2. Handle any complaints arising out of Pledge and Probation activities.
 3. Maintain the list of sorors who sign and submit their Commitment Statement.
- B. The composition of the Judiciary Board shall be:
1. Chapter Basileus
 2. Anti-Basileus
 3. Dean of Pledges
 4. Assistant Dean of Pledges
 5. Two members elected by the chapter
 - **6. Graduate Advisor
- C. A quorum of the Judiciary Board shall consist of at least four (4) members. **The Graduate Advisor shall be present at all Judiciary Board meetings. All members shall have an equal vote. The Chapter Basileus shall serve as the chairman of this committee. **The Graduate Advisor is a non-voting member of the Board.

HANDOUT 3

OFFICERS' DUTIES DURING THE PLEDGE PERIOD

BASILEUS — Coordinates the overall functioning of the pledge program and chapter in all aspects. She serves as the chairman of the Judiciary Board and works closely with the Dean of Pledges. She must make sure that the Tamiochos, Dean of Pledges and Grammateus work together to see that all funds are remitted and forms are properly signed and sent to the National Office or officers promptly.

ANTI-BASILEUS — Assists the Basileus. Makes sure that the development and implementation of the chapter's programs don't cease during the pledge and probation period. She shall also work closely with the activities of the Pledge and Probation Period, seeing to it that they are properly carried out. She is a member of the Judiciary Board.

GRAMMATEUS — Must sign all necessary forms and see to it that all officers appropriately sign all necessary forms. She must ensure that all forms are correct and complete and promptly mailed to the National Office or officers.

TAMIOUCHOS — Receives pledge and initiation fees from the financial secretary, grammateus, or other officer designated to receive funds, deposits funds, and writes checks. These funds must not be utilized for any other purpose.

DEAN OF PLEDGES — Shall:

- Carry out the activities of the pledge program in accordance with the Constitution and By-Laws and Manual of Standard Procedures of Alpha Kappa Alpha Sorority.
- Attend all rush parties, pledge club activities, probation activities, initiations, regular and call meetings of the chapter.
- Serve as a liaison between the chapter and the pledge club members and shall keep the lines of communication open.
- Develop a pledge club schedule of activities with appropriate dates, and present it to the chapter for its approval or shall assist the chapter in preparing a pledge club schedule of activities.
- Ensure that the Official Alpha Kappa Alpha Pledge and Probation Program is carried out by the pledge club members.
- Assist the Ivy Leaf Pledge Club in preparing its calendar.
- Provide assistance to the Ivy Leaf Pledge Club in: 1) conducting elections of officers; and 2) conducting regular and call meetings.
- Serve as a key member of the Rush Committee.
- Acquaint the pledges with the expectations for each pledge and probation activity.

- Serve as chairman of Membership Committee and a member of the Judiciary Board.
- Study and make sure that all forms which are requested in the *Manual of Standard Procedures* are understood.
- Supervise the pledges after the Pledge Ceremony.
- Be responsible for the pledges before and after the Pledge Ceremony. Such responsibilities include: Introducing the pledges to the chapter members and orienting the pledges to the programs and organization of Alpha Kappa Alpha locally and nationally.
- Give to the pledges the following materials: 1) Pledge Club Membership Card; 2) Ivy Primer; 3) Alpha Kappa Alpha History Book; 4) Calendar for the Pledge Period; 5) List of active members of the chapter, their addresses and telephone numbers; and 6) Official Green Enamel Ivy Leaf Pin to be worn by the pledges at all times.
- Participate, along with the Basileus and members of the chapter in at least one practice session of the rituals that are used during the Pledge and Probation periods.
- Prepare a brief evaluation of the Pledge and Probation periods immediately following initiation.
- Collect the Ivy Pins at end of Pledge period and retain them for future use by subsequent Ivy Leaf Pledge Clubs.

ASSISTANT DEAN OF PLEDGES — Assists the Dean of Pledges in the execution of her assigned duties and carries out additional duties as assigned by the Graduate Advisor, Basileus or Dean of Pledges.

THE RUSH PROGRAM

The effectiveness of the selection process is based on a previously organized rush program. Sorors must have the right attitude, appropriate attire, and proper approach to rush. They must be able to explain the local, regional and national activities of the sorority. They must know the rules and regulations of the college relative to sorority membership. Sorors must further be informed, objective, dependable and able to communicate the advantages and disadvantages of joining a sorority to anyone who needs information about the sorority system. Rush is the process of acquainting eligible students with aims and ideals. It may be considered in two ways: Informal and Formal Rushing.

INFORMAL RUSH

Informal rushing is done each day of one's life. This phase of rush is most important as it is done unconsciously. Rush should not begin during "Rush Season." Sorors should constantly be looking for ladies who exhibit the qualities of an Alpha Kappa Alpha soror in their classes, clubs, student government, and other activities on the campus.

FORMAL RUSH

Formal rush means that the different sorority groups entertain young ladies who are eligible to pledge in an effort to become acquainted with them. This is done through a series of open-houses and parties. The time slot for this activity is usually set by campus policy. In many instances, this policy is set by the Pan-Hellenic Council or Pan-Hellenic Conference.

During the Rush period, each sorority is bound by its sense of honor and fair play to give each Rushee a chance to make up her own mind. Effective rushing of the prospective Ivy Leaf Pledge Club member is well worth the careful planning and diligent execution which it requires.

The objective of Rush is to inspire and encourage the initial interest of young women who are of high caliber, morally, ethically and scholastically. In the recruitment of pledges to Greek-letter organizations, emphasis is generally placed on interpersonal, organizational and leadership skills. In this spirit, students should develop an interest in and knowledge of: 1) Greekdom in general as well as, 2) an expansive knowledge of the history of the organization which they hope to join. General programming should be adequate to meet this need.

Once the chapter has decided on the activities for the Rush party and the assignments of duties has been made, discussed and clarified, it is time to put the intricate machine of "group know-how and group follow-through" to work.

HANDOUT 8 VOTING

The interview is a screening technique used by chapters to become better acquainted with applicants for membership in Alpha Kappa Alpha Sorority. The interview session should be carefully planned so that it does not intimidate or threaten the applicant, but creates a climate where mutual trust and freeflowing communication may occur.

Voting must be in accordance with the Constitution and By-Laws of Alpha Kappa Alpha Sorority, Inc.

1. ARTICLE IV — Sections 17-20 in the Constitution and By-Laws.

Section 17. Names of all candidates for the Ivy Leaf Pledge Club shall be placed on the ballot and a secret vote taken. In chapters where the membership is less than forty, two-thirds of the active membership must be present at the time of voting. A favorable vote shall consist of a majority vote.** In an undergraduate chapter of forty or more, a favorable vote shall consist of two-thirds of the active membership present.

Section 18. Undergraduate candidates of campus chapters matriculating in colleges or universities where admission to sororities is governed by the National Pan-Hellenic Association of America, or National Pan-Hellenic Conference, shall be accepted as members of the Ivy Leaf Pledge Club under the prevailing standards of that college or university.

Section 19. Undergraduate candidates of city chapters matriculating in colleges or universities where admission to sororities is governed by the National Pan-Hellenic Association of America or the National Pan-Hellenic Conference shall be accepted as members of the Ivy Leaf Pledge Club under the prevailing standards of that college or university. All other candidates for the Ivy Leaf Pledge Club of that city chapter shall be accepted under the same standards.

Section 20. All candidates must be approved by the Regional Director prior to acceptance into the Ivy Leaf Pledge Club. Approval must be obtained in accordance with procedures outlined in the *Manual of Standard Procedures*. After favorable action on a candidate has been taken and approval given by the Regional Director, the candidate shall be sent a written notice stating time and place of pledging. Letters shall be sent to approved and rejected candidates at the same time in discreet sealed envelopes.

Voting examples**

There are 50 sorors on campus, 13 members have not paid dues. Therefore only 37 members are *active*. Two thirds of thirty-seven (37) or twenty-five (25) must be present at the time of voting. Of that 25, a majority of those present, or thirteen (13) shall carry the vote.

There are 50 sorors on campus, 10 are academically ineligible to participate in chapter activities. Therefore only 40 members are *active*. One half of 40 or 20 members must be present at the time of voting. (A majority of active members constitutes a quorum for conducting business unless otherwise specified.) Of this 20, two-thirds of those present, or 13, shall carry the vote.

HANDOUT 10

GENERAL RULES AND REGULATIONS FOR SORORS

A. Duration of Activities

1. Monday through Friday: No activity between sorors and pledges may begin before 5:00 p.m. All activities must end no later than 11:00 p.m.
2. Saturday and Sunday: No activities between sorors and Ivies may begin earlier than 6:00 a.m. All activities must end no later than 11:00 p.m.
3. These hours may be altered if contrary to regulations of the campus or Pan-Hellenic organization

B. Programmatic Involvement

1. Hazing of any kind is a criminal offense, and legally, perpetrators can be placed in jail and/or fined if found guilty of engaging in hazing.
2. The Alpha Kappa Alpha Sorority's Policy on Hazing must be adhered to.
3. Modification of the selected pledge program must be sent to and approved by the Regional Director before the implementation.
4. The Graduate Advisor or her designee shall attend all rush, pledge, and probation activities. If the GA or her designee cannot attend, she must notify the Basileus, who in turn must notify members of the Judiciary Board, and the activity must be cancelled or postponed.
5. Financial expenses of the pledges for clothing to be worn during the pledge/probation period shall not exceed the national guidelines.
6. If the activities interfere with the academic and scholastic achievement of the pledges, activities may be modified with the approval of the Regional Director.
7. Pledges may sing songs that promote a positive image of Alpha Kappa Alpha only on campus and within the guidelines of the University/Pan-Hellenic Procedures.
8. Pledges may walk in a line only on campus and within the guidelines of the University/Pan-Hellenic Procedures.
9. Pledges may sing and walk in a line at the same time on campus within the guidelines of the University/Pan-Hellenic Procedures.
10. There shall be only walking in a line at a normal pace. Any deviation from this, as with any other regulation, is subject to the immediate withdrawal of chapter privileges.
11. The History Committee should help train the pledge to be a creative participant in the sorority.
12. If any soror creates a situation in which any Pledge Committee cannot present their respective areas effectively (i.e. harrassment, etc.), she will be subject to a recommendation for immediate suspension by the Judiciary Board.
13. At no point should a pledge be required to memorize information that will not help her to function as an effective member in the chapter and national organization.

14. The Step or Probate Show

- a) The step or probate show is not mandatory, but only one step or probate show may occur during the probation period, if the sorors have voted favorably to include it during this time.
- b) If the sorors decide that the pledges will independently plan and execute the step/probate show, only the Dean of Pledges and/or Assistant Dean of Pledges will be allowed to attend the practices. No other sorors are to attend without permission of the Dean of Pledges.
- c) If the sorors have decided to plan the step/probate show, the Dean of Pledges and the Step/Show Committee will help the pledges with the show. The committee members, the Dean and Assistant Dean of Pledges are the only sorors to attend these practices.

15. The chapter must have at least one practice session of all three ceremonial rituals.

C. Involvement of Sorors with Ivies

1. Only active sorors may participate in voting rushing, pledging, or probation activities.
2. Any soror expecting to take part in rush activities must attend Chapter Workshop I.
3. Any sorors expecting to take part in interviewing/voting pledging and probation activities must attend Chapter Workshop II and sign the Commitment Statement.
4. Any active soror who has attended Chapter Workshop II and signed the Commitment Statement is eligible to vote and participate in all phases of the pledge process.
5. Any soror expecting to take part in pledging activities must volunteer for one or more of the five pledge committees.
6. The Judiciary Board shall monitor the activities of the pledge and probation period and shall handle any complaints arising from following or not following the pledge and probation activities.
7. There shall be no visitation between sorors and pledges that has not been approved by the Social Committee. The Social Committee will not approve any visitation requests that are not submitted in writing.
8. Sorors should at all times serve as positive role models for the Ivies.
9. Sorors must be cooperative and make every effort to attend all activities on time.
10. When serving on committees with pledge, sorors must not assume a superior role, but serve as the helper, counselor and friend. On these committees, all members are of equal status. Team work should be promoted.
11. No contact whatsoever may be between sorors and prospective members between voting time and receipt of approval by the Regional Director.
12. Only History Committee members shall ask history questions or conduct history sessions with the pledges. It shall also plan and attend all history sessions with the approval of the Dean of Pledges.
13. Only Song/Social Committee members shall plan and implement social activities. These activities must be those that have been approved by the Regional Director as the chapters' chosen pledge period.
14. Only Step/Show Committee members shall help the pledges with the probate show.
15. The Service Committee shall oversee the service programs of the pledge and probation period. It must plan and execute the projects sponsored for pledges by the chapter and assist the pledges in their service programs.
16. On free days, no activities or meetings are to be held with the pledges. Pledges will work independently without sorors all day and evening.
17. Only the Dean of Pledges, Assistant Dean of Pledges, Basileus and the Graduate Advisor shall hold the first meeting with the prospective pledges. This meeting shall take place only after written approval for a pledge line is given by the Regional Director, and before the actual pledge ceremony is scheduled.

HANDOUT 11 ALPHA KAPPA ALPHA SORORITY, INC. POLICY ON HAZING

The problem of hazing and unacceptable practices during the pledge and probation process still occurs in Alpha Kappa Alpha chapters. It is necessary for Regional Directors to emphasize the policy of Alpha Kappa Alpha in regard to hazing. What is considered hazing? Alpha Kappa Alpha accepts the dictionary definition:

1. To initiate or discipline fellow students by means of horseplay, practical jokes and tricks, often in the nature of humiliating or painful ordeals.
2. To oppress, punish or harass by forcing to do hard and unnecessary work.
3. A harassment by abusive or ridiculous treatment.

HAZING IN ANY FORM (mental or physical) is a violation of sorority rules. For Alpha Kappa Alpha it will not be tolerated. The *Constitution and By-Laws* clearly state the penalty for such action by chapters or individuals.

Colleges and universities also have rules which prevent hazing and state the penalty for such acts. Hazing is against the law in most of the states in the U.S. The Penal Provision in the California law is one example:

General Hazing Policy — CALIFORNIA

Hazing is defined as follows:

Physical

- Hitting or pretending to hit a person.
- Performing acts that are or seem to be dangerous.
- Requiring consumption of undue amounts or odd preparation of food.
- Requiring a person to engage in physical activity of unusual kind of duration, in particular: 1) calisthenics; 2) difficult work assignments; 3) activity that may be excessive for persons with physical disabilities; and 4) activities which require a person to remain in a fixed position for an extended period of time.

Mental

- Any willful act directed against any student for the purpose of causing: 1) humiliation; 2) intimidation; 3) social or other ostracism; 4) ignominy, shame or disgrace among his fellow students. Or any act that: 5) humbles the student's pride; 6) stifles ambition; 7) blights the courage; 8) discourages any student from remaining in the educational institution.

Chapters found guilty of hazing should be dealt with in a manner that will have durable or permanent effect on the operation of the chapter.

HANDOUT 13 PLEDGE GENERAL RULES AND REGULATIONS

1. Know all materials given.
2. Get to know all Big Sisters.
3. Be aware of your behavior at all times, on and off campus.
4. Be well groomed at all times.
5. Have good group participation and cooperation.
6. Strive for high scholastic averages. Maintain or increase your grade point average.
7. Always be alert as to what is happening in Alpha Kappa Alpha both on the national and local levels.
8. Always stand while saying the Ivy Creed and singing the Ivy Hymn.
9. Address all Alpha Kappa Alpha sorors as "Big Sisters," use no additional titles or greetings. (Example: Soror Mary Jones should be addressed as "Big Sister Mary Jones." When there is more than one soror present, address them as "Big Sisters of _____ Chapter.
10. Complete all projects according to schedule.
11. Wear Green Enamel Ivy Pin at all times.
12. Attend all service projects and meetings as prescribed by the Pledge Program.
13. Do not disclose any information obtained at pledge meetings.
14. Do not say or give information or materials in the presence of outsiders.
15. Do not allow yourself to be subjected to any behavior or activity described in Alpha Kappa Alpha Sorority's Policy on Hazing.
16. Do not make private or personal visitations to sorors' rooms or any other places not prescribed by the Social Committee and instructed by the Dean of Pledges.
17. Do not meet in public places such as classrooms, lobbies, or auditoriums, unless instructed to do so by the Dean of Pledges.
18. Do not sleep in any other bed other than your own.
19. Do not serve any meals to any big sister in bed.
20. You are not required to eat meals with other pledges or with big sisters unless specified in the pledge program.
21. Do not memorize information that will not help you function as an effective member of a national organization.

RECEIVING REGIONAL DIRECTOR'S APPROVAL

Before Pledge Activities (inducting candidates into the Ivy Leaf Pledge Club) begin, the following forms and procedures must be followed:

The Regional Director must have in the chapters' regional file:

1. A current grade point average sheet for active chapter sorors.
2. A current roster of chapter officers with names, addresses and telephone numbers.
3. The current years' Chapter Report Book.

Chapters are to send the Regional Director, *directly*:

1. A list of all sorors who have signed the Commitment Statment (originals are to be retained in the chapter files). The list must be signed by the Dean of Pledges, Chapter Basileus and the Graduate Advisor.
2. Pledge Program Selection Form with chapters' Proposed Program.

Chapters are to send to the National Office:

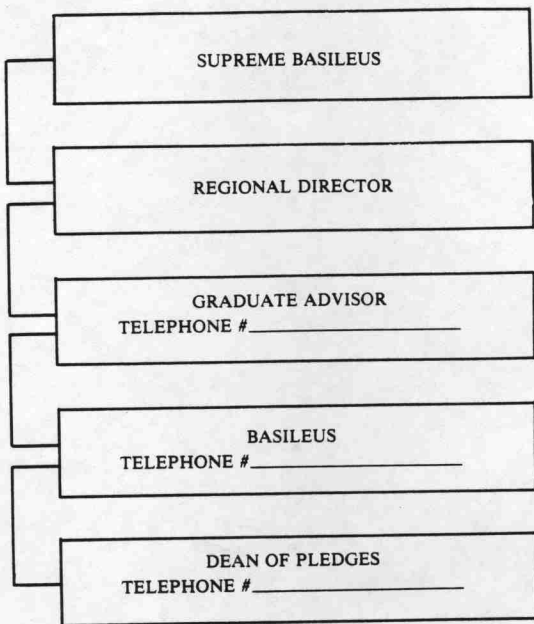
1. Proposed Ivy Leaf Pledge Club Membership Blank
2. Official GPA Report (*both* cumulative and semester) from the university Registrar's Office with the official school seal.
3. Affirmation cards for each prospective.
4. Funds for official Ivy Leaf Pledge Club Pins if needed.

The National Office will then send received forms to the Regional Director for her approval. *The chapter must wait for the written approval of the Regional Director before meeting with the prospectives, sending out any correspondence to prospectives or beginning any pledge activity.*

After Regional Director's approval:

1. Send out Letters of Acceptance and Letters of Rejection to prospectives in discreet sealed envelopes (Supplementary Materials B-5).
2. Graduate Advisor, Basileus, Dean and Assistant Dean of Pledges will meet with the prospectives (Handout #12) to supply final pledge information.

**HANDOUT 14
LINE OF COMMUNICATION**



****IF THE PROBLEM CANNOT BE SOLVED ON A LOCAL LEVEL AND REQUIRES THE ASSISTANCE OF THE REGIONAL DIRECTOR OR THE SUPREME BASILEUS, CONTACT THE GRADUATE ADVISOR FOR THEIR TELEPHONE NUMBERS.**

Rec'd 11/98

**AMENDMENT TO THE BY-LAWS OF THE KAPPA OMICRON CHAPTER
ALPHA KAPPA ALPHA SORORITY, INCORPORATED**

ARTICLE I - NAME

THE NAME OF THIS ORGANIZATION SHALL BE THE KAPPA OMICRON CHAPTER OF THE ALPHA KAPPA ALPHA SORORITY, INCORPORATED.

ARTICLE II - PURPOSE

THE PURPOSE OF THE KAPPA OMICRON CHAPTER OF THE ALPHA KAPPA ALPHA SORORITY, INCORPORATED IS TO INTERPRET AND EXECUTE THE GOALS AND PURPOSES OF THE ALPHA KAPPA ALPHA SORORITY, INCORPORATED ON THE COLLEGE CAMPUS AS WELL AS IN THE COMMUNITY.

ARTICLE III- MEMBERSHIP STATUS

SECTION I. CLASSIFICATION: MEMBERSHIP IN THE KAPPA OMICRON CHAPTER MAY BE CLASSIFIED AS ACTIVE. AN ACTIVE MEMBER IS A SOROR WHO MEET THE FOLLOWING CRITERIA FOR THE CURRENT YEAR.

- A. FINANCIAL- A SOROR MUST PAY ALL CHAPTER DUES, PER CAPITA DUES, AND ALL ASSESSMENTS.
- B. ACADEMIC- A SOROR MUST BE ACTIVE IF SHE MEETS THE C+ ACADEMIC REQUIREMENT IN THE CONSTITUTION OF ALPHA KAPPA ALPHA SORORITY, INCORPORATED.
- C. CHAPTER OBLIGATION-
 - 1. A SOROR MUST ATTEND 70% OF ALL SERVICE PROJECTS AND OTHER FUNCTIONS SET UP BY THE PROGRAMS COMMITTEE. ATTENDANCE WILL BE TAKEN AT EVERY FUNCTION.
 - 2. GRADUATING SENIOR EXCEPTIONS:
 - a. CHAPTER OBLIGATIONS MAY BE MODIFIED ON AN INDIVIDUAL BASIS. SHE MUST SUBMIT A WRITTEN LETTER DETAILING HER REASONS FOR THE MODIFICATIONS BEFORE THE THIRD EXECUTIVE BOARD

MEETING OF THE SEMESTER SHE WISHES TO MEET THIS EXCEPTION.

- b. THE EXECUTIVE BOARD AND THE GRADUATE ADVISOR SHALL RENDER THE DECISION BY THE THIRD CHAPTER MEETING.

SECTION II. ATTAINMENT OF ACTIVE MEMBERSHIP: MEMBERSHIP IN THE KAPPA OMICRON CHAPTER MAY BE ATTAINED BY INITIATION OR TRANSFER. THE MEMBERSHIP INTAKE PROCESS OF THE KAPPA OMICRON CHAPTER MAY OCCUR IN THE FALL OR SPRING SEMESTERS. IF THERE IS A FALL MEMBERSHIP INTAKE PROCESS, THERE CANNOT BE A SPRING MEMBERSHIP PROCESS CONDUCTED DURING THE SAME ACADEMIC SCHOOL YEAR.

A. INITIATION

1. A PROSPECTIVE CANDIDATE MUST ATTEND THE RUSH ACTIVITY, SUBMIT ALL REQUIRED MATERIALS PRESCRIBED IN THE RUSH PACKET.
2. A BALLOT SHALL BE MADE LISTING THE NAMES OF EACH CANDIDATE AND A SECRET VOTE SHALL BE TAKEN. TWO-THIRDS OF THE ACTIVE MEMBERSHIP MUST BE PRESENT AT THE TIME OF VOTING. A FAVORABLE VOTE SHALL CONSIST OF A MAJORITY VOTE.
3. A CANDIDATE'S NAME SHALL BE VOTED UPON ONLY ONCE WITHIN A GIVEN SEMESTER.

B. TRANSFER

1. A SOROR COMING FROM AN UNDERGRADUATE CHAPTER MUST OBTAIN HER TRANSFER FROM THE NATIONAL OFFICE.
2. THE SOROR'S FINANCIAL OBLIGATIONS TO THE CHAPTER SHALL BEGIN AS OF THE DATE OF THE TRANSFER.
3. THE SOROR MUST MEET THE REQUIREMENTS OF ARTICLE III, SECTION I.

ARTICLE IV - ELECTED AND APPOINTED OFFICERS

SECTION I. ELECTED OFFICERS SHALL BE:

- A. BASILEUS
- B. ANTI-BASILEUS
- C. GRAMMATEUS
- D. EPISTOLEUS
- E. TAMIOUCHOS
- F. IVY LEAF REPORTER
- G. CHAPLAIN
- H. MEMBERSHIP INTAKE CHAIR
- I. HOUSE MANAGER

SECTION II. APPOINTED OFFICERS SHALL BE:

- A. PARLIAMENTARIAN
- B. HODEGOS
- C. PHILACKTER
- D. PECUNIOUS GRAMMATEUS
- E. FUNDRAISING CHAIR
- F. COMMUNITY SERVICE CHAIR
- G. SISTERLY RELATIONS CHAIR

SECTION III. REQUIREMENTS:

- A. THE BASILEUS MUST HAVE BEEN AN ACTIVE MEMBER FOR A MINIMUM OF TWO SEMESTERS. SHE MUST HAVE AN OVERALL AVERAGE (GPA) GREATER THAN OR EQUAL TO THE CHAPTER AVERAGE, AND SHE MUST MAINTAIN A SEMESTER GPA OF 2.5.
- B. THE ANTI-BASILEUS MUST HAVE BEEN AN ACTIVE MEMBER FOR A MINIMUM OF ONE SEMESTER. SHE MUST ALSO MAINTAIN A SEMESTER GPA OF 2.5.
- C. THE EPISTOLEUS SHOULD HAVE SOME KNOWLEDGE OF PROPER TYPING PROCEDURES.
- D. THE TAMIOUCHOS MUST ESTABLISH AN ORDERLY METHOD OF RECORDING INCOME AND EXPENDITURES. SHE MUST BE AN ACTIVE MEMBER FOR A MINIMUM OF ONE SEMESTER.
- E. THE FOLLOWING OFFICERS ARE OPEN TO ALL ACTIVE MEMBERS MEETING ARTICLE IV, SECTION IIIA: GRAMMATEUS, EPISTOLEUS, IVY LEAF REPORTER, PHILACKTER, AND PECUNIOUS GRAMMATEUS.

- F. THE HOUSE MANAGER MUST LIVE IN THE HOUSE AND BE IN THE CHAPTER A MINIMUM OF ONE SEMESTER, PRIOR TO BECOMING THE HOUSE MANAGER. THE HOUSE MANAGER SHALL NEITHER HOLD THE POSITIONS OF BASILEUS, ANTI-BASILEUS, NOR THE TAMIOUCHOS.

SECTION IV. RESPONSIBILITIES

- A. BASILEUS- IT SHALL BE THE DUTY OF THE BASILEUS TO PERFORM THE DUTIES USUALLY EXECUTED BY THE TOP OFFICE, PRESIDE AT ALL CHAPTER MEETINGS, APPOINT CHAIRMAN AND MEMBERS OF COMMITTEES.
- B. ANTI-BASILEUS- IT SHALL BE THE DUTY OF THIS OFFICER TO ASSUME THE DUTIES OF THE BASILEUS IN CASE OF HER ABSENCE OR INCAPACITATION, AND TO BECOME AUTOMATICALLY NOMINATED AS BASILEUS UPON THE GRADUATION OF THE BASILEUS. SHE SHALL SERVE AS CHAIRMAN OF THE PROGRAM COMMITTEE AND ENSURE ITS IMPLEMENTATION.
- C. GRAMMATEUS- IT SHALL BE THE DUTY OF THIS OFFICER TO KEEP AN ACCURATE WRITTEN RECORD OF ALL PROCEEDINGS AT ALL REGULAR MEETINGS AND CALL MEETINGS OF THE CHAPTER. SHE SHALL FURNISH EACH MEMBER A COPY OF THE MINUTES OF THE PREVIOUS MEETING.
- D. EPISTOLEUS- IT SHALL BE THE DUTY OF THIS OFFICER TO CONDUCT THE GENERAL CORRESPONDENCE OF THE CHAPTER AS DIRECTED BY THE BASILEUS. SHE SHALL MAINTAIN A CORRESPONDENCE FILE.
- E. TAMIOUCHOS- IT SHALL BE THE DUTY OF THIS OFFICER TO DEPOSIT, INTACT, ALL FUNDS RECEIVED BY THE CHAPTER. SHE SHALL ISSUE CHECKS UPON RECEIPT OF PROPERLY EXECUTED VOUCHERS. SHE SHALL RECONCILE BOOK STATEMENTS EACH MONTH AND PRESENT A MONTHLY STATEMENT TO THE CHAPTER, AND COMPILE THE ANNUAL REPORT. SHE SHALL KEEP AN UP-TO-DATE LIST OF MEMBERS AND ALL OF THEIR FINANCIAL OBLIGATIONS. SHE SHALL ALSO CHAIR THE FINANCE COMMITTEE. AN ASSISTANT TO THE TAMIOUCHOS, THE PECUNIOUS GRAMMATEUS, SHALL BE APPOINTED BY THE BASILEUS. IN ADDITION, SHE SHALL MAINTAIN TWO SEPARATE ACCOUNTS: ONE FOR THE CHAPTER AND ONE FOR THE HOUSE.
- F. IVY LEAF REPORTER- IT SHALL BE THE DUTY OF THIS OFFICER TO SERVE AS PUBLICITY AND PUBLIC RELATIONS CHAIRMAN FOR THE KAPPA OMICRON CHAPTER. SHE SHALL ALSO SERVE AS HISTORIAN OF THE CHAPTER.

- G. PARLIAMENTARIAN- IT SHALL BE THE DUTY OF THIS OFFICER TO CALL ATTENTION TO THE BASILEUS TO ANY AREA IN PROCEEDINGS THAT MAY AFFECT THE RIGHTS OF ANY MEMBER OR MAY DO HARM. THIS OFFICER SHALL MAINTAIN ORDER IN CHAPTER MEETINGS, AND SHE SHALL SERVE AS THE BY-LAWS COMMITTEE CHAIRMAN.
- H. HODEGOS- IT SHALL BE THE DUTY OF THIS OFFICER TO RECEIVE AND INTRODUCE ALL VISITORS. SHE SHALL MAINTAIN ALL COURTESIES FOR THE CHAPTER.
- I. PHILACKTER- IT SHALL BE THE DUTY OF THIS OFFICER TO KEEP THE DOOR AT CHAPTER MEETINGS.
- J. PECUNIOUS GRAMMATEUS- IT SHALL BE THE DUTY OF THIS OFFICER TO RECEIVE AND RECORD ALL FUNDS FOR THE CHAPTER, AND SUBMIT ALL FUNDS TO THE TAMIUCHOS. SHE SHALL BE APPOINTED BY THE BASILEUS AS THE ASSISTANT TO THE TAMIUCHOS.
- K. CHAPLAIN- IT SHALL BE THE DUTY OF THIS OFFICER TO PROVIDE SPIRITUAL AND SISTERLY ATMOSPHERE IN THE CHAPTER AND AT CHAPTER MEETINGS.
- L. HOUSE MANAGER- IT SHALL BE THE DUTY OF THIS MEMBER FOR THE MAINTENANCE OF THE HOUSE. SHE SHALL RECEIVE ALL UTILITY BILLS OR OTHER MISCELLANEOUS FEES ASSOCIATED WITH THE CHAPTER HOUSE AND FORWARD THEM TO THE PECUNIOUS GRAMMATEUS FOR PROMPT AND IMMEDIATE PAYMENTS. SHE SHALL BE RESPONSIBLE FOR SCHEDULING ALL EVENTS IN THE HOUSE. SHE SHALL ATTEND ALL FRATERNITY COURT MEETINGS. IN ADDITION, SHE SHALL BE HELD RESPONSIBILITY FOR THE MASTER KEY, CASHBOX KEY, AND THE THERMOSTAT KEY. SHE MUST ALSO MAINTAIN GOOD COMMUNICATION WITH THE TAMIUCHOS.

SECTION V. ELECTION OF OFFICERS:

NOMINATIONS SHALL TAKE PLACE AT THE OCTOBER MEETING; ELECTIONS SHALL TAKE PLACE AT THE NOVEMBER MEETING; AND THE INSTALLATION SHALL BE IN DECEMBER.

SECTION VI. LOW MEMBERSHIP

- A. IN THE EVENT OF LOW MEMBERSHIP IN THE KAPPA OMICRON CHAPTER OF ALPHA KAPPA ALPHA, REQUIRED OFFICERS SHALL BE: BASILEUS, ANTI-

BASILEUS, GRAMMATEUS, TAMIOUCHOS, PARLIAMENTARIAN, PECUNIOUS GRAMMATEUS, HODEGOS, AND IVY LEAF REPORTER.

- B. THE GRAMMATEUS SHALL ASSUME THE DUTIES OF THE EPISTOLEUS, THE PARLIAMENTARIAN SHALL ASSUME THE DUTIES OF THE PHILACKTER, THE HODEGOS SHALL ASSUME THE DUTIES OF THE CHAPLAIN, THE PECUNIOUS GRAMMATEUS SHALL ASSUME THE ROLE OF THE FUNDRAISING CHAIR, AND THE IVY LEAF REPORTER SHALL ASSUME THE DUTIES OF THE COMMUNITY SERVICE CHAIR.

ARTICLE V - MEETINGS

SECTION I. QUORUM

- A. A QUORUM SHOULD BE ESTABLISHED FOR ALL MEETINGS.
- B. THE PRESENCE OF TWO-THIRDS OF ACTIVE MEMBERSHIP SHALL CONSTITUTE A QUORUM.

SECTION II. REGULAR MEETINGS

THESE FORMAL MEETINGS SHALL BE HELD MONTHLY EXCEPT DURING THE SUMMER BREAKS.

SECTION III. SPECIAL MEETINGS

- A. THESE CALL MEETINGS SHALL BE CALLED BY THE BASILEUS, EXECUTIVE COMMITTEE, OR A NUMBER OF MEMBERS NEARLY EQUAL TO A QUORUM. THERE SHOULD BE AT LEAST A 24 HOUR NOTICE PRIOR TO THE MEETING.
- B. A SOROR(S) SHOULD BE DESIGNATED TO PROPERLY INFORM OTHERS OF THE MEETING.

ARTICLE VI - EXECUTIVE COMMITTEE

SECTION I. RESPONSIBILITIES- THE EXECUTIVE BOARD SHALL ENFORCE CHAPTER BY-LAWS, RULES AND REGULATIONS, AND ANY ADOPTED PROCEDURES.

SECTION II. MEETINGS- THE EXECUTIVE BOARD SHALL MEET ONE WEEK PRIOR TO REGULAR CHAPTER MEETING TO DISCUSS CHAPTER BUSINESS.

ARTICLE VII- COMMITTEES

SECTION I. ALL COMMITTEES SHALL BE APPOINTED BY THE BASILEUS EXCEPT THE NOMINATING COMMITTEE.

SECTION II. STANDING COMMITTEES

- A. FINANCE COMMITTEE- THIS COMMITTEE SHALL CONSIST OF THE TAMIOUCHOS, THE PECUNIOUS GRAMMATEUS, THE PROGRAM COMMITTEE CHAIRMAN, AND OTHER SORORS. IT SHALL COMPLY AND SUPERVISE THE OPERATION OF THE YEARLY BUDGET OF THE CHAPTER. THE FINANCE COMMITTEE SHALL PROMOTE SUPPORT FOR ANY FUNDRAISING ACTIVITY.
- B. PROGRAM COMMITTEE- THIS COMMITTEE SHALL CONSIST OF THE ANTI-BASILEUS AND OTHER SORORS. THIS COMMITTEE SHALL BE IN CHARGE OF PLANNING PROGRAMS EXEMPLIFYING SERVICE, CHAPTER DEVELOPMENT, AND LEADERSHIP. IT SHALL BE THE DUTY OF THIS COMMITTEE TO IMPLEMENT THE PRE-PLANNED PROGRAMS FOR THAT YEAR AND PLAN THE PROGRAM CALENDAR FOR THE FOLLOWING FISCAL YEAR.
- C. NOMINATING COMMITTEE- THIS COMMITTEE SHALL CONSIST OF SORORS SELECTED BY THE CHAPTER. IT SHALL NOMINATE ELIGIBLE SORORS TO SERVE AS OFFICERS OF THE CHAPTER. HOWEVER, NON-COMMITTEE MEMBERS DO HAVE THE RIGHT TO NOMINATE FROM THE FLOOR. THE QUANTITY FOR EACH OFFICE IS DEPENDENT UPON THE NUMBER OF SORORS IN THE CHAPTER. NO CHAPTER OFFICERS SHALL SIT ON THIS COMMITTEE.
- D. TALLIER'S COMMITTEE- THIS COMMITTEE SHALL CONSIST OF SELECTED MEMBERS WHOSE NAMES ARE NOT LISTED ON THE BALLOTS. IT SHALL BE RESPONSIBLE FOR COUNTING THE VOTES. THE GRAMMATEUS SHALL ALWAYS BE A MEMBER OF THIS COMMITTEE UNLESS HER NAME IS LISTED ON THE BALLOT). SHE MUST PREPARE THE BALLOT PRIOR TO ELECTIONS AND KEEP ACCURATE RECORD OF THE COUNT.
- E. MEMBERSHIP COMMITTEE- THIS COMMITTEE SHALL CONSIST OF THE MEMBERSHIP CHAIRMAN AND OTHER SORORS. THE MEMBERSHIP CHAIRMAN SHALL BE ELECTED OUT OF SORORS WHO HAVE BEEN ACTIVE MEMBERS FOR A MINIMUM OF TWO SEMESTERS AND SHE MUST HAVE A GRADE POINT AVERAGE (GPA) GREATER THAN OR EQUAL TO THE CHAPTER AVERAGE. SHE SHALL HAVE AN ASSISTANT WHO WILL BE APPOINTED BY THE BASILEUS. IT SHALL BE THE DUTY OF THE COMMITTEE TO CONDUCT MEMBERSHIP INTAKE, MONITOR MEMBERSHIP STATUS, AND RECOMMEND STRATEGIES FOR RECRUITMENT AND

RETENTION. THE MEMBERSHIP COMMITTEE SHALL ALSO ASSUME THE RESPONSIBILITIES OF THE RITUALS COMMITTEE. THESE RESPONSIBILITIES INCLUDE THE EXECUTION OF ALL RITUALS.

F. HISTORY COMMITTEE

G. STANDARDS COMMITTEE- THIS COMMITTEE SHALL CONSIST OF MEMBERS FROM THE CHAPTER. IT SHALL BE THE DUTY OF THIS COMMITTEE TO PLAN OFFICER AND COMMITTEE WORKSHOPS; TO CONDUCT THE INTERNAL CHAPTER EVALUATION AND COMPILING RESULTS; TO PLAN AND CONDUCT THE CHAPTER PLANNING SESSIONS; FORMULATING CHAPTER OBJECTIVES, MONITORING THEIR PROGRESS, DETERMINING THEIR STATUS AND REPORTING THE SAME TO THE INTERNATIONAL STANDARDS COMMITTEE CHAIRMAN. IN ADDITION, THE STANDARDS COMMITTEE SHALL PREPARE ALL END OF SEMESTER REPORTS. THESE REPORTS INCLUDE SUMMARIES OF ALL CHAPTER ACTIVITIES. THE REPORTS SHOULD BE PREPARED TO A WRITTEN FORM SUFFICIENT FOR FILING. THE REPORTS WILL BE SUBMITTED TO THE ANTI-BASILEUS AT THE LAST CHAPTER MEETING OF THE SEMESTER.

ARTICLE VIII- CHAPTER HOUSE

SECTION I. DUES

ALL CHAPTER MEMBERS WILL BE ASSESSED HOUSE DUES EACH SEMESTER. THE DUES SHALL BE USED TO PAY FOR THE SEMESTER RENT FOR THE HOUSE. THE DUES WILL BE ADJUSTED ACCORDING TO WHETHER A MEMBER IS A RESIDENT OR NON-RESIDENT OF THE HOUSE.

SECTION II. UTILITIES

ALL RESIDENTS OF THE HOUSE WILL BE RESPONSIBLE FOR SEMESTER UTILITY CHARGES AND THE CHAPTER WILL PAY THE EQUIVALENT OF ONE RESIDENT'S CHARGES EACH SEMESTER. UTILITIES INCLUDE WATER, GAS, ELECTRICITY, COMMON ROOM CABLE, AND COMMON ROOM PHONE.

SECTION III. RESIDENCY

- A. THE HOUSE WILL HAVE A MAXIMUM OF 8 RESIDENTS PER SEMESTER.
- B. THE BASILEUS AND HOUSE MANAGER WILL BE REQUIRED TO LIVE IN THE HOUSE.
- C. ALL SORORS MUST RESIDE A MINIMUM OF TWO CONSECUTIVE SEMESTERS IN THE HOUSE.

D. ALL SORORS LIVING IN THE HOUSE DURING SUMMER MONTHS WILL PAY A RESIDENCY FEE PER SUMMER SESSION, IN ADDITION TO UTILITIES.

AMENDMENT TO THE BY-LAWS OF THE KAPPA OMICRON
CHAPTER
ALPHA KAPPA ALPHA SORORITY, INCORPORATED

ARTICLE I- NAME

THE NAME OF THIS ORGANIZATION SHALL BE THE KAPPA OMICRON CHAPTER OF THE ALPHA KAPPA ALPHA SORORITY, INCORPORATED.

ARTICLE II- PURPOSE

THE PURPOSE OF THE KAPPA OMICRON CHAPTER OF THE ALPHA KAPPA SORORITY, INCORPORATED IS TO INTERPRET AND EXECUTE THE GOALS AND PURPOSES OF THE ALPHA KAPPA ALPHA SORORITY, INCORPORATED ON THE COLLEGE CAMPUS AS WELL AS IN THE COMMUNITY.

ARTICLE III- MEMBERSHIP STATUS

SECTION I.

CLASSIFICATION: MEMBERSHIP IN THE KAPPA OMICRON CHAPTER MAY BE CLASSIFIED AS ACTIVE. AN ACTIVE MEMBER IS A SOROR WHO MEET THE FOLLOWING CRITERIA FOR THE CURRENT YEAR.

- A. FINANCIAL- A SOROR MUST PAY BOTH CHAPTER DUES AND PER CAPITA DUES.
- B. ACADEMIC- A SOROR MUST BE ACTIVE IF SHE MEETS THE C+ ACADEMIC REQUIREMENT IN THE CONSTITUTION OF ALPHA KAPPA ALPHA SORORITY, INCORPORATED.
- C. CHAPTER OBLIGATION- 1. A SOROR MUST ATTEND 70% OF SERVICE PROJECTS AND OTHER FUNCTIONS SET UP BY THE PROGRAMS COMMITTEE.
2. GRADUATING SENIOR EXCEPTIONS:
- a. CHAPTER OBLIGATIONS MAY BE MODIFIED ON AN INDIVIDUAL BASIS. SHE MUST SUBMIT A WRITTEN LETTER DETAILING HER REASONS FOR THE MODIFICATIONS BEFORE THE THIRD EXECUTIVE BOARD

MEETING OF THE SEMESTER
SHE WISHES TO MEET THIS
EXCEPTION.

b. THE EXECUTIVE BOARD
AND THE GRADUATE ADVISOR
SHALL RENDER THE DECISION
BY THE THIRD CHAPTER
MEETING.

SECTION II. ATTAINMENT OF ACTIVE MEMBERSHIP: MEMBERSHIP IN
THE KAPPA OMICRON CHAPTER MAY BE ATTAINED BY
INITIATION OR TRANSFER. THE MEMBERSHIP INTAKE
PROCESS OF THE KAPPA OMICRON CHAPTER MAY ONLY
OCCUR IN THE FALL SEMESTER.

A. INITIATION

1. A PROSPECTIVE CANDIDATE MUST ATTEND
THE RUSH ACTIVITY.
2. A LETTER OF INTEREST MUST BE SUBMITTED
BY THE PROSPECTIVE CANDIDATE.
3. AN OFFICIAL GRADE REPORT MUST
BE SUBMITTED BY THE
PROSPECTIVE CANDIDATE.
4. A BALLOT SHALL BE MADE LISTING THE NAMES
OF EACH CANDIDATE AND A SECRET VOTE SHALL
BE TAKEN. TWO THIRDS OF
THE ACTIVE MEMBERSHIP MUST BE PRESENT AT
TIME OF VOTING. A FAVORABLE VOTE SHALL
CONSIST OF A MAJORITY VOTE.
5. A CANDIDATE'S NAME SHALL BE VOTED UPON
ONLY ONCE WITHIN A GIVEN SEMESTER.

B. TRANSFER

1. A SOROR COMING FROM AN UNDERGRADUATE
CHAPTER MUST OBTAIN HER TRANSFER FROM THE
NATIONAL OFFICE.
2. THE SOROR'S FINANCIAL OBLIGATIONS TO THE
CHAPTER SHALL BEGIN AS OF THE DATE OF THE
TRANSFER.
3. THE SOROR MUST MEET THE REQUIREMENTS OF
ARTICLE III, SECTION I.

ARTICLE IV- ELECTED AND APPOINTED OFFICERS

SECTION I. ELECTED OFFICERS SHALL BE:

- A. BASILEUS
- B. ANTI-BASILEUS
- C. GRAMMATEUS

- D. EPISTOLEUS
- E. TAMIUCHOS
- F. IVY LEAF REPORTER
- G. CHAPLAIN

SECTION II. APPOINTED OFFICERS SHALL BE:

- A. PARLIAMENTARIAN
- B. HODEGOS
- C. PHILACKTER
- D. PECUNIOUS GRAMMATEUS

SECTION III. REQUIREMENTS:

- A. ALL SORORS MUST HAVE PREVIOUS SEMESTER OF C+ GPA TO BE APPOINTED OR ELECTED TO AN OFFICE.
- B. THE BASILEUS MUST HAVE BEEN AN ACTIVE MEMBER FOR A MINIMUM OF TWO SEMESTERS. SHE MUST HAVE AN OVERALL AVERAGE (GPA) GREATER THAN OR EQUAL TO THE CHAPTER AVERAGE, AND SHE MUST MAINTAIN A SEMESTER GPA OF 2.5.
- C. THE ANTI-BASILEUS MUST HAVE BEEN AN ACTIVE MEMBER FOR A MINIMUM OF ONE SEMESTER. SHE MUST ALSO MAINTAIN A SEMESTER GPA OF 2.5.
- D. THE EPISTOLEUS SHOULD HAVE SOME KNOWLEDGE OF PROPER TYPING PROCEDURES.
- E. THE TAMIUCHOUS MUST ESTABLISH AN ORDERLY METHOD OF RECORDING INCOME AND EXPENDITURES. SHE MUST BE AN ACTIVE MEMBER FOR A MINIMUM OF ONE SEMESTER.
- F. THE FOLLOWING OFFICES ARE OPEN TO ALL ACTIVE MEMBERS MEETING ARTICLE IV, SECTION IIIA: GRAMMATEUS, EPISTOLEUS, IVY LEAF REPORTER, CHAPLAIN, PARLIAMENTARIAN, HODEGOS, PHILACKTER, AND PECUNIOUS GRAMMATEUS.

SECTION IV. RESPONSIBILITIES

- A. BASILEUS- IT SHALL BE THE DUTY OF THE BASILEUS TO PERFORM THE DUTIES USUALLY EXECUTED BY THE TOP OFFICE, PRESIDE AT ALL CHAPTER MEETINGS, APPOINT CHAIRMAN AND MEMBERS OF COMMITTEES.
- B. ANTI-BASILEUS- IT SHALL BE THE DUTY OF THIS OFFICER TO ASSUME THE DUTIES OF A BASILEUS IN CASE OF HER ABSENCE OR INCAPACITATION, AND TO BECOME AUTOMATICALLY NOMINATED AS BASILEUS UPON THE GRADUATION OF THE BASILEUS. SHE SHALL SERVE AS CHAIRMAN OF THE PROGRAM COMMITTEE AND ENSURE ITS IMPLEMENTATION.
- C. GRAMMATEUS- IT SHALL BE THE DUTY OF THIS OFFICER TO KEEP AN ACCURATE WRITTEN RECORD

OF ALL PROCEEDINGS AT ALL REGULAR MEETINGS AND CALL MEETINGS OF THE CHAPTER. SHE SHALL FURNISH EACH MEMBER A COPY OF THE MINUTES OF THE PREVIOUS MEETING.

- D. EPISTOLEUS- IT SHALL BE THE DUTY OF THIS OFFICER TO CONDUCT THE GENERAL CORRESPONDENCE OF THE CHAPTER AS DIRECTED BY THE BASILEUS. SHE SHALL MAINTAIN A CORRESPONDENCE FILE.
- E. TAMIUCHOS- IT SHALL BE THE DUTY OF THIS OFFICER TO DEPOSIT, INTACT, ALL FUNDS RECEIVED BY THE CHAPTER. SHE SHALL ISSUE CHECKS UPON RECEIPT OF PROPERLY EXECUTED VOUCHERS. SHE SHALL RECONCILE BOOK STATEMENTS EACH MONTH AND PRESENT A MONTHLY STATEMENT TO THE CHAPTER, AND COMPILE THE ANNUAL REPORT. SHE SHALL KEEP AN UP-TO-DATE LIST OF MEMBERS AND ALL OF THEIR FINANCIAL OBLIGATIONS. SHE SHALL ALSO CHAIR THE FINANCE COMMITTEE. AN ASSISTANT TO THE TAMIUCHOS, THE PECUNIOUS GRAMMATEUS, SHALL BE APPOINTED BY THE BASILEUS.
- F. IVY LEAF REPORTER- IT SHALL BE THE DUTY OF THIS OFFICER TO SERVE AS PUBLICITY AND PUBLIC RELATIONS CHAIRMAN FOR THE KAPPA OMICRON CHAPTER. SHE SHALL ALSO SERVE AS HISTORIAN OF THE CHAPTER.
- G. PARLIAMENTARIAN- IT SHALL BE THE DUTY OF THIS OFFICER TO CALL ATTENTION TO THE BASILEUS TO ANY AREA IN PROCEEDINGS THAT MAY AFFECT THE RIGHTS OF ANY MEMBER OR MAY DO HARM. THIS OFFICER SHALL MAINTAIN ORDER IN CHAPTER MEETINGS, AND SHE SHALL SERVE AS THE BY-LAWS COMMITTEE CHAIRMAN.
- H. HODEGOS- IT SHALL BE THE DUTY OF THIS OFFICER TO RECEIVE AND INTRODUCE ALL VISITORS. SHE SHALL MAINTAIN ALL COURTESIES FOR THE CHAPTER.
- I. PHILACKTER- IT SHALL BE THE DUTY OF THIS OFFICER TO KEEP THE DOOR AT CHAPTER MEETINGS.
- J. PECUNIOUS GRAMMATEUS- IT SHALL BE THE DUTY OF THIS OFFICER TO RECEIVE AND RECORD ALL FUNDS FOR THE CHAPTER, AND SUBMIT ALL FUNDS TO THE TAMIUCHOS. SHE SHALL BE APPOINTED BY THE BASILEUS AS THE ASSISTANT TO THE TAMIUCHOS.
- K. CHAPLAIN- IT SHALL BE THE DUTY OF THIS OFFICER TO PROVIDE SPIRITUAL AND SISTERLY ATMOSPHERE IN THE CHAPTER AND AT CHAPTER MEETINGS.

SECTION V.

ELECTION OF OFFICERS:

NOMINATIONS SHALL TAKE PLACE AT THE FIRST MEETING

IN NOVEMBER; ELECTIONS SHALL TAKE PLACE AT THE SECOND MEETING IN NOVEMBER; AND THE INSTALLATION SHALL BE IN DECEMBER.

SECTION VI. LOW MEMBERSHIP

- A. IN THE EVENT OF LOW MEMBERSHIP IN THE KAPPA OMICRON CHAPTER OF ALPHA KAPPA ALPHA, REQUIRED OFFICES SHALL BE: BASILEUS, ANTI-BASILEUS, GRAMMETEUS, TAMIOUCHOS, PARLIAMENTARIAN, PECUNIOUS GRAMMATEUS, HODEGOS, AND IVY LEAF REPORTER.
- B. THE GRAMMATEUS SHALL ASSUME THE DUTIES OF THE EPISTOLEUS, THE PARLIAMENTARIAN SHALL ASSUME THE DUTIES OF THE PHILACKTER, AND THE HODEGOS SHALL ASSUME THE DUTIES OF THE CHAPLAIN.

ARTICLE V- MEETINGS

SECTION I. QUORUM

- A. A QUORUM SHOULD BE ESTABLISHED FOR ALL MEETINGS.
- B. THE PRESENCE OF TWO THIRDS OF ACTIVE MEMBERSHIP SHALL CONSTITUTE A QUORUM.

SECTION II. REGULAR MEETINGS

THESE FORMAL MEETINGS SHALL BE HELD BIMONTHLY EXCEPT DURING SUMMER MONTHS.

SECTION III. SPECIAL MEETINGS

- A. THESE CALL MEETINGS SHALL BE CALLED BY THE BASILEUS, EXECUTIVE COMMITTEE, OR A NUMBER OF MEMBERS NEARLY EQUAL TO A QUORUM. THERE SHOULD BE AT LEAST A WEEK'S NOTICE PRIOR TO THE MEETING.
- B. A SOROR(S) SHOULD BE DESIGNATED TO PROPERLY INFORM OTHERS OF THE MEETINGS.

ARTICLE VI- EXECUTIVE COMMITTEE

SECTION I. RESPONSIBILITIES- THE EXECUTIVE BOARD SHALL ENFORCE CHAPTER BY-LAWS, RULES AND REGULATIONS, AND ANY ADOPTED PROCEDURES.

SECTION II. MEETINGS- THE EXECUTIVE BOARD SHALL MEET ONE WEEK PRIOR TO REGULAR CHAPTER MEETINGS TO DISCUSS CHAPTER BUSINESS.

ARTICLE VII- COMMITTEES

SECTION I. ALL COMMITTEES SHALL BE APPOINTED BY THE BASILEUS EXCEPT THE NOMINATING COMMITTEE.

SECTION II. STANDING COMMITTEES

- A. FINANCE COMMITTEE- THIS COMMITTEE SHALL CONSIST OF THE TAMICOUCHOS, THE PECUNIOUS GRAMMATEUS, THE PROGRAM COMMITTEE CHAIRMAN, AND OTHER SORORS. IT SHALL COMPLIE AND SUPERVISE THE OPERATION OF THE YEARLY BUDGET OF THE CHAPTER. THE FINANCE COMMITTEE SHALLL PROMOTE SUPPORT FOR ANY FUND RAISING ACTIVITY.
- B. PROGRAM COMMITTEE- THIS COMMITTEE SHALL CONSIST OF THE ANTI-BASILEUS AND OTHER SORORS. THIS COMMITTEE SHALL BE IN CHARGE OF PLANNING PROGRAMS EXEMPLIFYING SERVICE, CHAPTER DEVELOPMENT, AND LEADERSHIP. IT SHALL BE THE DUTY OF THIS COMMITTEE TO IMPLEMENT THE PRE-PLANNED PROGRAMS FOR THAT YEAR AND PLAN THE PROGRAM CALENDAR FOR THE FOLLOWING FISCAL YEAR.
- C. NOMINATING COMMITTEE- THIS COMMITTEE SHALL CONSIST OF SORORS SELECTED BY THE CHAPTER. IT SHALL NOMINATE ELIGIBLE SORORS TO SERVE AS OFFICERS OF THE CHAPTER. HOWEVER, NON-COMMITTEE MEMBERS DO HAVE THE RIGHT TO NOMINATE FROM THE FLOOR. THE QUANTITY FOR EACH OFFICE IS DEPENDENT UPON THE NUMBER OF SORORS IN THE CHAPTER. NO CHAPTER OFFICERS SHALL SIT ON THIS COMMITTEE.
- D. TALLIER'S COMMITTEE- THIS COMMITTEE SHALL CONSIST OF SELECTED MEMBERS WHOSE NAMES ARE NOT LISTED ON THE BALLOTS. IT SHALL BE RESPONSIBLE FOR COUNTING THE VOTES. THE GRAMMATEUS SHALL ALWAYS BE A MEMBER OF THIS COMMITTEE (UNLESS HER NAME IS LISTED ON THE BALLOT). SHE MUST PREPARE THE BALLOT PRIOR TO ELECTIONS AND KEEP ACCURATE RECORD OF THE COUNT.
- E. MEMBERSHIP COMMITTEE- THIS COMMITTEE SHALL CONSIST OF THE MEMBERSHIP CHAIRMAN AND OTHER SORORS. THE MEMBERSHIP CHAIRMAN SHALL BE ELECTED OUT OF SORORS WHO HAVE BEEN ACTIVE MEMBERS FOR A MINIMUM OF TWO SEMESTERS AND SHE MUST HAVE A GRADE POINT AVERAGE (GPA) GREATER THAN OR EQUAL TO THE CHAPTER AVERAGE. SHE SHALL HAVE AN ASSISTANT WHO WILL BE APPOINTED BY THE BASILEUS. IT SHALL BE THE DUTY OF THE COMMITTEE TO CONDUCT MEMBERSHIP INTAKE, MONITOR MEMBERSHIP STATUS, AND RECOMMEND

STRATEGIES FOR RECRUITMENT AND RETENTION.

- F. BY-LAWS COMMITTEE- THIS COMMITTEE SHALL CONSIST OF THE PALIMENTARIAN AND OTHER SORORS. IT SHALL BE RESPONSIBLE FOR REVIEWING AND REVISING THE BY-LAWS AS NEEDED.
- G. STANDARDS COMMITTEE- THIS COMMITTEE SHALL CONSIST OF MEMBERS FROM THE CHAPTER. IT SHALL BE THE DUTY OF THIS COMMITTEE TO PLAN OFFICER AND COMMITTEE WORKSHOPS; TO CONDUCT THE INTERNAL CHAPTER EVALUATION AND COMPILING RESULTS; TO PLAN AND CONDUCT THE CHAPTER PLANNING SESSIONS; FORMULATING CHAPTER OBJECTIVES, MONITORING THEIR PROGRESS, DETERMINING THEIR STATUS AND REPORTING THE SAME TO THE INTERNATIONAL STANDARDS COMMITTEE CHAIRMAN.

ARTICLE VIII- PARLIAMENTARY AUTHORITY

ALL MATTERS NOT PROVIDED FOR IN THE CONSTITUTION AND BY-LAWS OF ALPHA KAPPA ALPHA SORORITY, INC. SHALL BE GOVERNED BY ROBERTS' RULES OF ORDER, NEWLY REVISED.

ARTICLE IX- AMENDMENTS TO THE BY-LAWS

THESE BY-LAWS MAY BE AMENDED AT THE MEETING WHEN OFFICER ELECTIONS TAKE PLACE, OR UNDER SPECIAL CIRCUMSTANCES WHICH SHALL BE DETERMINED BY THE EXECUTIVE BOARD. THESE AMENDMENTS SHALL BE PRESENTED AND DISCUSSED AT THE MEETING WHEN NOMINATIONS FOR OFFICERS TAKE PLACE.

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