

The Constitution of **Chi Sigma Tau Fraternity**

Asian Interest Group

Preamble:

Realizing that all young men need someone to look up to for guidance, we the Brothers of Chi Sigma Tau Fraternity have come together to as an Asian Interest Fraternity to promote this idea through a program of mentorship by promoting academic excellence, leadership development, cultural awareness and social events within our membership upon the basis of brotherhood.

Article 1: Name

This Fraternity shall be officially known as Chi Sigma Tau Fraternity.

Article 2: Organization and Government

Section 1: The Laws of Chi Sigma Tau Fraternity shall consist of the **National Constitution** and the **Amendments and Bylaws**.

Section 2: The **National Constitution** and **Amendments** supercede the Constitution and Bylaws of the respective Chapter/Colony. Any deviation must be corrected to avoid a review by the Judicial Board.

Section 3: The **National Board** shall consist of the National President, National Vice President, National Treasurer and National Secretary, in that succession of order.

Section 4: The **National Judicial Board** shall consist of five members initiated by or affiliated with the Chapter in question and who are in good standing.

Section 5: The **Chapter Representatives** shall be the represented delegates from Chapters, Colonies and the Alumni Association in good standing.

Section 6: The **Board of Governors** shall comprise of the Governors from each region.

Section 7: Membership of Chi Sigma Tau Fraternity shall be categorized as **Active, Inactive and Alumni**.

- i. **Active** members include all undergraduate and graduate members enrolled into a recognized Chi Sigma Tau Chapter/Colony collegiate institution. Collegiate inactive members within the Chapter/Colony are still considered active by the National Board although they are inactive in the Chapter/Colony.
- ii. **Inactive members include members who are not enrolled in a recognized Chi Sigma Tau Chapter/Colony collegiate institution and have not received a degree in any collegiate institution.** NOTE: This is not the same as collegiate inactive member as described in Article 2 Section 7 i.

In order to be considered inactive, a Brother must be in good standing and shall have met the following requirements:

- Must have paid his dues prior to becoming inactive
- Shall provide the Secretary with a written letter stating the reason for inactivity
- Shall not hold any positions
- Shall not be inactive for more than two (2) consecutive semesters

- iii. **Alumni** members include members who are recipients of a degree in a recognized Chi Sigma Tau Chapter/Colony or who had transferred to another institution and received a degree in an accredited four year collegiate institution.

Article 3: National Board

Section 1. All Executive and Legislative powers herein granted shall be vested in the National Board, which shall consist of the National President, the National Vice President, the National Treasurer and the National Secretary, in that order of succession. The National Board shall hold office for the term of one year and shall be elected and sworn into duty during the National Convention. The member receiving a plurality of votes shall fill the aforementioned post. No member may hold more than one seat in the National Board or any seat within the Council of Delegates. No person except a Brother of a Chapter shall be eligible for Office on the National Board; neither shall any

person be eligible should he have not served as a Brother for a minimum of four academic semesters. Alumni of Chapters shall also be eligible for Office on the National Board.

Section 2: In the event of vacancies on the National Board, the National President may appoint a successor to that Office. Should the National President resign, become unable to perform his duties, be removed from Office or vacate the position for any other reason, the post will be resumed according to the order of succession described in **Article 2, Section 3**, until the disabilities be removed or a new National President is elected.

Section 3. The National President may in **good Faith** represent the National Board in all matters. He may issue Executive Orders, which will have the force of Law and shall be checked by the National Judicial Board within ten days, upon when it may be repealed by a majority of votes. Should the National Judicial Board have no objections to the Order, the Executive Order will continue until the next National Convention, which shall be voted by the Chapter Representatives. The National President has the power to call special meetings in accordance with the Constitution and Amendments. The National President shall countersign with the National Treasurer all checks issued by the National Board.

Section 4: The **National Vice President** shall assist the National President in the performance of his duties should the National President be temporarily absent or disable. The National Vice President shall have the exclusive power to oversee and create any committees he sees fit in order to better serve the National Board and appoint officers to those committees. These committees shall remain separate of the National Board and share none of its powers.

Section 5: The **National Treasurer** shall retain accurate bookkeeping of the Fraternity's financial accounts, countersign along with the National President all checks issued by the National Board. The National Treasurer shall prepare financial reports, file appropriate federal and state taxes, create and maintain budgets and levy National dues.

Section 6: The **National Secretary** shall record the minutes of the National Board Meetings and National Conventions. The National Secretary shall also, ensure all official communications including external correspondences (Chapters, school officials, lawyers, public officials, etc.) are documented. The National Secretary shall maintain Chapter, Colony and Alumni rosters. The National Secretary shall call meetings to order, maintain order in meetings in accordance to Parliamentary Rules and Order, has the right to, by his discretion, report any violations of the Constitution and serve as the **Chairman** of the National Judicial Board. The National Secretary shall oversee the process in which a Bill becomes an Amendment to the Constitution. In conjunction, he will maintain the **Chronicle of the Bill**, which will record the life of all Bills. The National Secretary shall update the Constitution with passed Amendments and timely distribute changes to the National Board, National Judicial Board, Chapters, Colonies and the Alumni Association.

Section 7: The National Board shall have these and all other rights necessary to effectively run itself, provided they are not delegated to the National Judicial Board and Chapter Representatives and remain within the confines of the Constitution.

Article 4: National Judicial Board

Section 1: The National Judicial Board shall be responsible for:

- i. Review of all proposed amendments and changes to the Constitution prior to its submission to the National Convention for ratification.
- ii. Vote on the impeachment of any members of the National Board and its Committee members.
- iii. Review of status of Chapter/Colony charter as submitted by the Board of Governors and, if warranted, provide disciplinary actions to Chapters/Colonies.

Section 2: The National Judicial Board shall consist of five members, including the National Secretary, who will serve as chairman of the National Judicial Board.

Section 3: The **plurality** of votes casted by the National Judicial Board will constitute final decision.

Section 4: All votes made by the National Judicial Board will be **closed ballot**.

Section 5: The National Secretary shall have a **no-voting** capability, unless a plurality of votes cannot be reached.

Section 6: Members of the National Judicial Board shall be voted to a one year terms and elected during the National Conventions.

Article 5: Chapter Representatives

Section 1: The Representation of all Chapters, Colonies and the Alumni Association shall be provided for by the Chapter Representatives. To ensure representation, Chapters, Colonies and the Alumni Association shall appoint **two** Delegates to that Council consisting of the respective Chapter/Colony President and Vice President but cast only one vote for the chapter. **For purposes of voting only, the weight of a Chapter's vote shall be that of a full vote whilst a Colony shall possess no more and no less than half of a vote.**

Section 2: All Chapters and Colonies in good standing must maintain Delegates for the Chapter Representatives at all times. Vacancies must be filled immediately.

Section 3: The Chapter Representatives, whenever seventy percent (70%) of total votes shall deem it necessary, shall propose Amendments to the Constitution.

Section 4: The National Vice President shall preside as Chairman over the Chapter Representatives and is responsible for calling the assemblage of the Chapter Representatives to order.

Section 5: The National Vice President shall have a **no-voting** capability.

Section 6: The National Board will schedule three meetings of the Chapter Representatives. The Chapter Representatives is obligated to meet at a minimum two times a year as scheduled by the National Board. The Chapter Representatives may schedule to meet as often as needed to conduct Fraternal activities. Two-week notification is necessary to ensure all Chapters and Colonies have been adequately communicated.

Article 6: Board of Governors

Section 1: The **Board of Governors** shall oversee the conduct and demeanor of all Chapters, Colonies, and the Alumni Association. The Board of Governors will consist of Governors from each region. Regions will be defined and revised as necessary at the National Convention. The Board of Governors shall review the status of all Chapters, Colonies and the Alumni Association and issue reports on their adherence to:

- i. Chi Sigma Tau Constitution and Amendments
- ii. Chapter Requirements
- iii. Risk Management Policy
- iv. Code of Conduct Policy
- v. And other policies that may be set forth by the National Board.

Section 2: The Board of Governors shall report to the National Board of the standings of **Chapters, Colonies and Alumni Association.**

Section 3: The Board of Governors will be nominated by the National Board and sworn in at the National Convention.

Article 7: Amendments to the Constitution

Section 1: The power to propose Bills shall be vested in the National Board, the Chapter Representatives, and the Alumni Association. Bills shall be proposed directly to the National Board who will submit to the National Judicial Board for review.

Section 2: The National Judicial Board will determine if a Bill violates any portion of the Constitution and will document the Article in question. Upon the recommendation of the National Judicial Board, the Bill will be drafted by the National Secretary with the comments from the National Judicial Board and submitted to the Chapter Representatives, whereupon it will also be subjected to a vote during the next Chapter Representatives meeting.

Section 3: The Chapter Representatives can Accept, Reject, Modify or Call to Clarification a Bill.

- i. Acceptance of a Bill is accepting the entire Bill without modifications.
- ii. Rejection of a Bill will cease the existence of the Bill. The Bill may be reintroduce after 3 years after the rejection.
- iii. Modifications of a Bill will be returned to the National Judicial Board with documented Objections. The National Judicial Board will review the Objections will determine if the bill violates any portion of the Constitution.
- iv. Call to Clarification includes questions that will be bought back to both the originator of the Bill and/or the National Judicial Board.

Section 4: Parliamentary Procedures during the voting of the Bill will include the following: Introduction of the Bill, Judicial Review Board comments, Chapter Representatives' Questions, Chapter Representatives' Rebuttal, Course of Action Vote (Accept, Reject, Modify a Bill, or Call to Clarification), and Final Jurisdiction.

- i. Introduction of the Bill includes documented proposed Bill and reasons for the Bill.
- ii. National Judicial Board Comments are the documented analysis performed by the National Judicial Board, which will include Constitution violations or clarifications.
- iii. Chapter Representatives' Questions includes questions proposed by the Chapter Representatives, which will be clarified or answered by an open forum within the Chapter Representatives.
- iv. Chapter Representatives' Rebuttal includes Chapter/Colony perspectives on the Bill (pros/cons).
- v. Course of Action Vote is a voting process to vote on the course of action the Chapter Representatives will take in regards to the Bill (Accept, Reject, Modify a Bill, or Call to Clarification). A plurality of the votes will determine the course of action.
- vi. Final Jurisdiction is a vote to Pass or Fail the Course of Action Vote. The Bill shall only become an Amendment when it receives a seventy percent vote (70%) of the Chapter Representatives.

Section 5: In the absence of reply from any Delegate, his vote will automatically be **determined as abstained and will have no effect on the final tally of votes.**

Section 6: The National Secretary will record a tally of votes on all Bills in the History of Bills.

Article 8: Discipline and Impeachment

Section 1: Discipline or impeachment may be brought up against any members of the National Board and/or any members on its Committees. Formal charges shall be documented and presented to the National Secretary. If the disciplinary action or impeachment is against the National Secretary, the charges shall be presented to the National Vice President. The National Secretary will then bring the matter before the National Judicial Board. The vote to pursue the matter will be cast if a plurality of the members of the National Judicial Board approves. If further action is warranted, a trial will be scheduled, a summons will be issued to the offending member. If there is a hearing, the member will be allowed to defend himself or can elect a fellow Brother (with a maximum of three Brothers) to defend his case. Judicial members shall not lose their membership in any hearing unless he has a special interest or is somehow related to that case. The National Judicial Board will decree a verdict after the presentation of all parties and deliver any disciplinary or impeachment actions.

Section 2: If an impeachment process is invoked, the National Vice President will elect a competent replacement until a proper election can be held.

Article 9: National Board Meetings

Section 1. The National Board shall convene no less than once every six weeks and a total of eight times per Calendar year. The National Board may schedule to meet as often as needed to conduct Fraternal activities. A minimum of seventy-five percent (75%) of the National Board must be present to constitute quorum. If quorum is not reached, the Board meeting must be rescheduled.

Section 2: All members of the National Board, National Judicial Board, Chapters, Colonies and the Alumni Association in good standing shall be notified at least fourteen days prior to the meeting of the date, time and location of the meeting.

Section 3: Two unexcused absences from any members of the National Board during the course of one year shall be issued a warning. More than two unexcused absences warrants review by the National Judicial Board. For these purposes, excused absences are determined by the National Secretary. In the event of a Brother having an excused absence, a notice shall be submitted to the National Secretary either in person, by letter, by phone at least twenty-four hours in advance of the scheduled National Board meeting.

Section 4: National Board Meetings are open to all members of the Fraternity, unless specifically closed by the National Board with adequate notice.

Section 5: The order of business at all stated or special meetings shall be as follows: 1) Initial Roll call 2) Reading of minutes of previous meetings 3) Officer's reports 4) Committee's reports 5) Nominations for memberships 6) Voting for membership 7) New Business 8) Chapter Status 9) Final Roll call 10) Adjournment

Section 6: Except as otherwise provided for in the Constitution and Amendments, all meetings shall be conducted according to Parliamentary Rules of Order.

Article 10: National Convention

Section 1: A National Convention shall be held annually. The National Board will be responsible for establishing an agenda for the Convention.

Section 2: A minimum of two delegates from each Chapter and Colony will represent their respective chapter. No person shall act as a delegate for more than one Chapter and/or Colony.

Section 3: Each Chapter and Colony shall forward the delegates credentials to the National Secretary, in a manner and in a format as determined by the National Board, no later than 60 days prior to the National Convention for examination by the National Judicial Board. Revised credentials may be filed with the National Judicial Board at any time prior to the opening of the Convention.

Section 4: Fines and/or probation will be issued for Chapters and Colonies failing to send accredited delegates.

Article 11: Membership

Section 1: Only those full-time or part-time enrolled students in good standing who are regularly enrolled at their respective Universities (Chapters/Colonies) and who comply with the Laws of the Fraternity shall be eligible to become a member of Chi Sigma Tau Fraternity.

Section 2: No one may be initiated into Chi Sigma Tau Fraternity until he has successfully completed one academic semester and have a minimum scholastic GPA of 2.5 in a 4.0 system **OR** the minimum requirement as set forth by the respective college/university, **whichever is higher**.

Section 3: Every member of the Chapter/Colony must be initiated according to the rituals of Chi Sigma Tau Fraternity and shall have taken the entire oath of allegiance as provided therein.

Section 4: All elections of an individual to prospective membership shall be by voting from good standing Brothers of the Chapter/Colony and by ballot. All Brothers in good standing must attend this election except under extreme circumstances otherwise the election must be postponed. The prospective member is automatically given a bid if he receives eighty percent of the votes. To ensure against mistakes, should a prospective member receive less than eighty percent of the votes but seventy percent or more, a second vote shall immediately be taken. At this point, the prospective member only needs a seventy-five percent of the votes from good standing, present and voting Brothers. Should the name of the prospective member be rejected by the Chapter/Colony, the name shall not be proposed again until the next semester. Should the name of the prospective member be proposed and rejected a subsequent time, the name shall never again be proposed in **any** Chapter/Colony. All voting pertaining to membership shall be **closed ballot**.

Section 5: All prospective members who have been granted a bid for membership into Chi Sigma Tau Fraternity shall be educated in accordance with the requirements of the Fraternity. The prospective

member has forty-eight (48) hours to decide whether he accepts, rejects or defers the bid (Article 11 Section 7).

Section 6: Any time prior to the date of initiation, the Chapter/Colony can vote, by Brothers in good standing, on the worthiness of a new member. This process shall be handled in the same manner as described above in the bidding process (Article 11 Section 4). If the Chapter/Colony has received the required number of votes to discontinue the education process of a new member, the individual will no longer be eligible for future bid of membership into Chi Sigma Tau Fraternity.

Section 7: A prospective member has the opportunity to defer a bid of membership. A deferment of the bid of membership shall expire in one scholastic year.

Section 8: A new member may discontinue his education process at any time prior to initiation, of his own accord, due to personal agendas. This new prospective member may still be eligible for membership in the future through Article 11 Section 4.

Section 9: The Chapter/Colony New Member Educator shall have all final say on matters pertaining to the education process.

Article 12: Chapter/Colony Requirements

Section 1: In order to ensure the objectives of the fraternity are furthered, certain requirements (as described below) shall be met to continue as a subsidiary of Chi Sigma Tau Fraternity. These requirements will be submitted to the Regional Governor for review **no later than two weeks after the end of the respective chapter/colony academic semester**. The National Judicial Board will determine appropriate disciplinary action.

- i. Each Chapter/Colony shall hold a minimum of two chapter-wide Brotherhood event to foster brotherhood per semester.
- ii. Each member in a Chapter/Colony shall maintain a minimum scholastic GPA of 2.5 out of a 4.0 system **OR** the minimum requirement as set forth by the respective college/university to be affiliated with a Greek-lettered organization, **whichever is higher**. If a member falls below the minimum GPA, he should be placed on inactive status until his grades have met the minimum requirement.
- iii. Each Chapter/Colony shall maintain a chapter/colony-wide minimum scholastic GPA of 2.5 out of a 4.0 system **OR** the minimum requirement as set forth by the respective college/university to remain recognized as a Greek-lettered organization, **whichever is higher**.
- iv. Each Chapter/Colony shall hold a minimum of one cultural events open to the entire student body of their respective college/university per semester. The Chapter/Colony must submit the event for approval by the National Board.
- v. Each member of the respective Chapter/Colony shall perform at a minimum cumulative total of ten hours of philanthropic work per semester.
- vi. Each Chapter/Colony shall provide the National Board with the appropriate semester dues, as determined by the National Board.
- vii. Each Chapter/Colony shall provide the National Board with the semester's budget within the **first 2 weeks** of the chapter/colony's respective college/university's academic semester.
- viii. Each Chapter/Colony shall provide the National Board with an updated roster, including active and inactive Brothers (as described in Article 2, Section 7), within the **first 2 weeks** of the chapter/colony's respective college/university's academic semester.

Article 13: Chapters and Colonies

Section 1: The designations of Colony, Associate chapter and Active chapter are primarily designations used by the National Board. There is no significant difference in any designation, except for voting rights (as explained in Article 5, Section 1) and rights to host a new charter (as explained in Article 15, Section 1).

Section 2: A **colony** is a newly chartered subsidiary of Chi Sigma Tau Fraternity and is in the process of progressing towards chapter recognition.

Section 3: An **associate chapter** has earned the rights of a chapter but is placed on a temporary probationary status to ensure that they can flourish as a chapter.

Section 4: A **chapter** is the highest designation for a subsidiary of Chi Sigma Tau Fraternity. A chapter has fully earned its right to be affiliated with the Fraternity.

Section 5: Chapter Recognition Process

- i. There is a grace period of **one calendar year** before a Colony can request for Chapter status. Their Host Chapter will supervise and monitor their progress.
- ii. After the Colony has fulfilled all the Chapter/Colony requirements (Article 12 Section 1) they may request for their regional Governor to begin the process to attain Chapter Status
- iii. After ensuring the Colony is in good standing, the regional Governor shall then administer an examination pertaining to Chi Sigma Tau Policies and Procedures. All Active Brothers are required to successfully complete the examination.
- iv. Upon successful completion of their requirements and examination, the Regional Governor will then present it to the National Board who will then further assess that Colony standing.
- v. If the National Board deems the Colony is ready for Chapter status, they will present the Colony's request for Chapter status at the next National Convention.
- vi. The Colony will have a presentation of their request to become an Associate Chapter at the National Convention.
- vii. The Chapter Representatives will vote to accept their Associate Chapter Recognition.
- viii. If the Chapter Representatives passes the vote, the Colony will then be given **Associate Chapter** status, if the vote is denied the chapter may try again next term.
- ix. An Associate Chapter is the grace period in which the Colony will prove that they are capable of becoming a chapter and will be placed on probation for **one** academic year.
- x. Upon successful completion of one academic year, the Regional Governor will then present it to the National Board who will then further assess that Associate standing.
- xi. If the National Board deems the Associate Chapter is ready for Active Chapter status, they will present the Associate Chapter's request for Active Chapter status at the next National Convention.
- xii. The Associate Chapter will have a presentation of their request to become an Active Chapter at the National Convention.
- xiii. If the Chapter Representatives passes the vote, the Associate Chapter will then be given **Active Chapter** status, if the vote is denied the chapter may try again next term.

Article 14: Finances

Section 1: The National Treasurer will provide a financial policy to be adhered to by all Chapters/Colonies.

Section 2: The Chapter/Colony dues to be paid by **all** collegiate members of the Chapter/Colony (as described in Article 2, Section 7i).

Section 3: Any financial obligations indebtedness for more than sixty days will cause a Chapter/Colony not to be in good standing and subject to disciplinary action by the National Judicial Board.

Section 4: The Treasurer of each Chapter/Colony shall prepare a Chapter/Colony financial report each semester and send it to the National Treasurer.

Article 15: Expansion

Section 1: A Charter to expand and create a new Colony of Chi Sigma Tau shall be issued when it is deemed appropriate through a seventy percent (70%) **closed ballot** consent of the Chapter Representatives. An elected Chapter by the National Board shall become its Host and will assume responsibility for all of the Colony's actions and undertakings. The Host Chapter must be in good standing. The Host Chapter shall be fully responsible for the Education process of the Colony for its first semester and maintain an advisory role in that afterwards. The Host Chapter shall encourage and aid the new Colony in acquiring Status as a Chapter of Chi Sigma Tau Fraternity.

Section 2: Each Chapter may be Host to only two Colonies at any given time.

Charter Program

In the situation where an interest group in a potential school materializes, this shall be the Charter Policy on new schools to be considered for colony status. First and foremost, all potential charters should show an exuberant amount of enthusiasm for the fraternity. To even be considered for rush, an interest group must have a minimum of 9 members to start. All potential members of the charter class must also complete the Charter Packet that is standard for all potential new schools, and submit it to the National Board. A majority of the time, an existing Brother (who knows the interest group) will interact with the interest group to explain our process and Fraternity goals. This Brother will act as the Ambassador for the interest group and the National Board. After the school has taken the initial step to be considered for the permission to pledge, the National Board will then assign a Regional Governor to survey the prospective school and its potential pledges. This Regional Governor will observe the interest group, their interactions with their school surroundings, morale amongst each other and how well they interact with each other. The brother should also survey important factors concerning the school itself such as, its location in respect to other schools, just exactly what the population of the school is comprised of, how large the school is, how much room for growth there is, and how much of an asset to the fraternity that the potential new addition would be. At this point, the Ambassador and the Regional Governor will make a presentation at the next National Meeting. A representative from each school, the National Board, the Ambassador and Regional Governor, shall vote in order to determine whether or not the potential school is fit to be pledged. The same rules that apply in rush voting for a normal chapter or colony shall apply here as well. An initial vote of 80% or higher is required to pass automatically, whereupon the **interest group** will automatically be given bids. A vote of 70% to 80% will constitute a revote, whereupon at least a 75% positive vote from the entire consensus is required for the interest group to pass. Upon successful completion of this process, the National Board will then determine which school will be fit to pledge the interest group. Only a Full Active Chapter will may be "host" chapter. It must be an Activer Chapter in good standing with the National Board and have at least one year of pledging experience as a full Activer Chapter. Preferably, the chapter closest to the interest group would become the host chapter. The host school, as well as the National Board can at any time drop an interest group prior to finishing the pledging program.

After these steps have been completed, the pledge process may then begin. It is after the **successful completion** of pledgeship that the school is designated as a colony. Letter designation will not be given until the colony successfully attains chapter status, therefore designated the Colony at University of the Chi Sigma Tau Fraternity, Inc..

The new school in addition to the regular pledge program must know the following:

1. Knowledge of the Greek Council System within the school
2. Knowledge of the Greek rules and regulations of the school and Greek system within the school.

Risk Management Policy

No chapter shall permit hazing. Hazing is defined as:

"Any action taken or situation created intentionally, whether on or off fraternity premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule." Such activities and situations include paddling in any form; quests, treasure hunts, or scavenger hunts that involve illegal activities; road trips or any other such activities carried on outside the confines of the house; wearing publicly, apparel that is conspicuous and not in normally good taste; engaging in public stunts or buffoonery; normally degrading or humiliating games and activities; late work sessions that interfere with scholastic activities; and any other activities that are not consistent with fraternal law, ritual, or policy, or the regulations and policies of the educational institution. For purposes of this definition, any activity described above shall be considered a forced activity if it is directly or indirectly required for initiation into or continued membership in an organization, regardless of the consent of the individual. Any violations of this policy will be handled by the Greek Judicial Board.

Anti-Hazing Policy

Chi Sigma Tau Fraternity does not condone physical or mental (emotional) hazing of any kind, by any definition. The National Board strictly prohibits the hazing of individuals involved in any fraternity activities, including initiation. As a result, the National Board has compiled information in an effort to increase awareness concerning the actions defined as hazing and the powerful stance that the fraternity has against such actions.

Hazing has also been defined as:

Any action or situation created whether on or off campus that produces mental, physical, or emotional discomfort, embarrassment, harassment, fright, humiliation, or ridicule. Any mental or physical requirement, request or obligation placed upon any person, which could cause pain, disgrace, or injury. Any activity that violates any Federal, State, Local statutes or University policies.

Examples of prohibited hazing activities

These examples are merely illustrative of specific forbidden practices and are not intended to be all-inclusive.

Mental hazing:

1. Conducting activities which do not allow adequate time for study during the initiate period;
2. Yelling, screaming, or directing negative comments at members or nonmembers;
3. Deceiving new members prior to The Ritual designed to convince an initiate that he/she will not be initiated or will be harmed;
4. Playing extremely loud music, repeated music, or any other audible harassment;
5. Not permitting initiates to talk for any extended period of time or limit to whom and when they can talk;
6. Requiring or encouraging nudity at any time;
7. Intentionally creating clean-up work;
8. Requiring initiates to run errands (servitude);
9. Engagement in public stunts and buffoonery;
10. Publicly wearing apparel which is conspicuous and not "normally" in good taste;
11. Subjecting an individual to cruel or unusual psychological conditions for any reason;
12. Individual and group interrogations such as "line ups;"
13. Using any type of demerit system other than a positive evaluation program;
14. Requiring initiates to greet members at all times or answer the telephone/door with a jingle, song, or specific verbal response;
15. Any behavior which is sexist, racist, or demeans the religious beliefs of others.

Physical hazing:

1. Causing excessive physical fatigue
2. Forced calisthenics (sit-ups, push-ups, and runs);
3. Conducting an initiate activity between the hours of 12 midnight and 8 am or awakening individuals during these hours;
4. Permitting less than seven (7) continuous hours of sleep each night for initiates;
5. Pushing, shoving, tackling, paddling, or any other act which may cause harm;
6. Requiring initiates to drink alcohol or take any other substance such as drugs;
7. Forced consumption of food or other substances;

8. Branding or scarring of any kind;
9. Throwing anything at or on an individual;
10. Theft of any personal property under any circumstances;
11. Assigning or endorsing "pranks" or harassing other organizations;
12. Defacing public or private property;
13. Kidnapping, transporting, and/or stranding anyone;
14. Conducting scavenger/treasure hunts resulting in possible theft or disruption of others; searching for humiliating items;
15. Carrying items which will interfere with daily activities;
16. Denying initiates time for study or interfering with scholastic/extra- curricular activities/work in any way;
17. Confinement in small, unventilated, unsanitary, or unlighted areas;
18. Any activity without a constructive aspect or purpose;
19. Allowing initiates to use only a particular door when entering or leaving any building or to use a certain stairway within a building;
20. Blindfolding and parading individuals in public areas, blindfolding and transporting in a motor vehicle or privately conducting blindfolding activities that serve no constructive purpose.

Sanctions

The National Board will investigate any chapter or individual member accused of hazing. A chapter or individual member found guilty of hazing will be placed on probation or suspended. Additionally, local chapters and individuals are criminally and personally liable for their actions. No student can consent to being hazed. Any activity falling within the definition of hazing activities is considered to be a forced activity; the willingness of an individual to participate notwithstanding. The National Board may and/or will pursue the appropriate legal action against any chapter or individual member that takes part in or is aware of any form of hazing.

University/State policies

All chapters of Chi Sigma Tau Fraternity are to abide by the policies implemented by the university/college campus at which they are chartered. Chapters must also adhere to their State policy on hazing. Please be reminded that hazing is a serious crime and perpetrators will be punished according to those state and campus policies. *For those chapters who have not yet received a copy of their university and state policies, it is your responsibility to obtain these documents for your chapter files.*

Implementation of policies

The officers, primarily the president, are responsible for informing initiates, members, alumni and all others associated with the fraternity of the policies. The president at the first meeting of each semester or quarter should read the policy aloud. The initiation chairperson is responsible for informing the initiates of the hazing policies prior to the first initiate activity. All members and initiates must read the Chi Sigma Tau Anti-Hazing Policy each year. A copy of this agreement must be kept in the chapter's files.

Conclusion

Chi Sigma Tau, both in stated goals and purposes, is a positive experience designed to contribute and benefit throughout a person's life. At the heart of Chi Sigma Tau is brotherhood and brotherhood involves personal association, involvement and achievement. It also places certain responsibilities upon our shoulders. Included among these responsibilities is the need to strictly adhere to all policies set forth by the fraternity, and to instill these same principles in tomorrow's brothers. It is vital that all chapters keep the National Headquarters informed of their initiation programs by submitting complete and detailed reports of all initiation activities. This is a responsibility which not only keeps the lines of communication open, but also serves to safeguard the future stability of our fraternity.

Statement on Hazing

The National Board wishes to remind you that hazing activities during either pledge education or initiation are considered immature, juvenile practices which have no place in Chi Sigma Tau and will not be condoned under any circumstances. A constructive pledge education program and initiation that will uphold the dignity of our fraternity should be followed. This means programs that will result in materially better members, better public relations, and increased prestige to the fraternity.

Mental hazing would include, but would not necessarily be limited to, the activities and procedures included in the following statement of policy:

1. There shall be no pre-initiation activities on the day or the evening prior to the day of initiation that would cause persons to be physically or mentally fatigued.
2. There shall be no activities during the pledge education except those that attempt to increase a person's knowledge of the fraternity; these activities must be carried on in a dignified manner and must show proper respect for another person.
3. At no time during the pledge education is there to be verbal abuse of an individual, including shouting, screaming, and the use of profanity.
4. There will be no deceptive statement or activity for the purpose of frightening or mentally disturbing an individual. Such deception includes, but is not limited to, causing a person to believe that some action or event is taking place or will take place that, in fact, will not occur.
5. Signature books should be used only for the purpose of acquainting pledges with the fraternity members and not as a device for hassling pledges.

Rationalization on how to circumvent these and other acts of hazing is not enough. The National Board insists on the complete and total elimination of any activity that either is or closely resembles hazing. The procedures prescribed in the Ritual are the only procedures considered appropriate during the entire process; thus the initiation should not be of excessive or unreasonable duration.

The Pledge Educator specifically is in charge of the pledge education program of the chapter. Members who fail to enforce this policy or who engage in hazing are subject to fraternity discipline.

Chi Sigma Tau does not condone hazing and has issued this statement to protect the rights of prospective members. Any hazing violation should be reported to the fraternity's Vice President.

Hazing is a matter that cannot be taken lightly of any member or pledge of Chi Sigma Tau. The National Board directs that this Statement of Hazing be made known to all members and pledges in order that no chapter, member, or pledge will engage in activities which are or closely resemble hazing.

State Criminal and Civil Liability

All states effectively ban hazing. Although a particular state may not have a specific anti-hazing statute, the actions that constitute hazing can be prosecuted under other criminal statutes, generally under assault or reckless endangerment provisions. Specific hazing statutes are on the books of many states. Typically, state statutes prohibit any willful action that recklessly or intentionally endangers the mental or physical health of an individual. Many statutes define specific acts that are prohibited. The statutes generally provide for a fine with possible imprisonment.

Judicial Process

The judicial review process provides a system of judicial review for the Brothers of the Chi Sigma Tau Fraternity, Inc. This system governs all disciplinary proceedings or actions proposed, initiated or implemented against any Brother that is alleged to have violated any rule or regulation within the purview of these procedures. The judicial review process adjudicates complaints and/or violations of Constitutional policies and procedures by or against Chapters and/or Colonies.

The judicial board is created to support the continuity and maintenance of order of the Fraternity and is based on three premises:

1. Discipline is implemented as a step toward the continuity and maintenance of order in the Fraternity.
2. Discipline is a route to chapter/colony development.
3. Discipline is taken as an educational objective.

The process itself is designed to be educational for chapters/colonies charged. In addition, hearing boards have the opportunity to educate and extend a "second chance" to the charged chapter/colony, as appropriate, through the sanctioning process.

The Regional Governor shall serve as the regulatory officer of the judicial board. As such, it shall be the responsibility of such person to receive information about alleged violations of policies and procedures, the Constitution, Amendments, and/or state, local or federal law.

Procedures and Due Process

To assure that due process is provided, the following guidelines have been established:

1. Charges may be requested against organizations by any Brother and/or campus administration for alleged violations of policies and procedures.
2. Charges must be in writing, with sufficient particularity and in sufficient time (at least five days prior to a hearing) to ensure opportunity to prepare for the hearing. At the same time, the organization is informed of its rights and of the review procedures to be followed. Charges should be delivered by hand or by mail to the president or other appropriate executive board member of the chapter or colony.
3. All matters on which a decision may be based must be brought up at the hearing and must be based on a preponderance of evidence. A preponderance of evidence is of greater weight or more convincing than the evidence which is offered in opposition to it; that is, evidence that as a whole shows the fact sought to be proved is more probable than not. Chapters/colonies also have the right to be present when evidence is being presented, to respond to and to ask questions or to refuse to answer questions. Refusal to answer questions is not considered an admission of responsibility. Chapters/colonies charged have the right to review any written documents presented. If such documents are available prior to the hearing, chapters/colonies have the opportunity to review them before the hearing. If they are presented at the hearing, Brothers have the opportunity to review them at that time.
4. Chapters/colonies being charged have the right to be assisted by an alumni advisor of their choice. The advisor must abide by the guidelines established for the hearing.
5. Though all active Brothers in the chapters/colonies being charged have the right to be present at the hearing, only the President and/or Vice President may speak on their behalf, unless asked by the judicial board for clarification.
6. A record is kept of the hearings, with sufficient detail to assure that on appeal the relevant testimony may be reviewed. Names of those at the hearing should also be recorded. In most cases, the record will be tape recording of the hearing. If a tape recording is unavailable, affidavits and other similar documentation from each voting member of the judicial review committee, indicating the information received and considered, may be provided in the event of an appeal.

The Judicial System

1. The Regional Governor is responsible for investigating all allegations regarding incidents and responds as follows:
 - a. Complaints and other charges come to the Regional Governor in writing.
 - b. The Regional Governor investigates all allegations.
 - c. The Regional Governor issues a charge letter to the group that delineates all charges and procedural rights and sets the date and time of the administrative review.
2. The Administrative Review
 - a. The Regional Governor reviews the rights of the accused chapter/colony and discusses the incident, charges pending and options for resolving the solution.
 - b. The Regional Governor offers the group 1) the opportunity to accept responsibility for the incident and resolve the issue with an administrative agreement, or 2) to plead not responsible and have the matter forwarded to a judicial committee.
 - c. In special circumstances, in which the charges are severe and may result in suspension or withdraw of recognition, the director will discuss the issue with the group, but will not offer resolution. In these cases the Regional Governor will immediately schedule a hearing with the judicial committee.
 - d. If the group accepts responsibility, the Regional Governor will offer a sanction. Should the group decide at that time it would rather go before a review board than accept the sanction offered, it may do so. In these cases, the Regional Governor may only report to the review board that an administrative agreement was not able to be reached, regardless of the group's accepting responsibility for the incident during the administrative review. The sanctions set forth by the Regional Governor may be asked for reference by the judicial committee.
 - e. If administrative agreement is reached, the Regional Governor is limited to Category I Sanctions of "No Change in Status" or "Probationary Status" and/or any or all Category II sanctions as defined below.
 - f. If an administrative agreement is reached, the Regional Governor will give the chapter/colony president or appropriate designee the agreement form delineating the understanding for signatures. The chapter/colony will have two working days to return the form, appropriately signed, or the Regional Governor will forward the matter to a review board to hear the case.
 - g. If the group pleads "not responsible," or if an administrative agreement cannot be achieved, the Regional Governor will refer the case to a review board. In these cases the Regional Governor will bring charges and represent the National Board in matters involving violations of policies and procedures.

The National Judicial Board

1. The National Secretary, who serves as the Chief Judicial Officer, is responsible for seating the National Judicial Board for the purposes of hearing cases involving violations of policies and procedures, the Constitution, Amendments, and/or state, local or federal law.
2. The National Judicial Board shall consist of five members, including the National Secretary, selected by the National Board.
3. All procedures of the National Judicial Board will allow for due process and protection of the rights of the chapters/colonies.
4. When seated, the National Judicial Board will hear charges brought on behalf of the National Board by the Regional Governor.
5. All recommendations of the board relative to a chapter being "responsible" or "not responsible" for alleged violations of policies and procedures and accompanying sanctions are final.

Chapter/Colony Judicial Board

1. Any Brother in good standing interested in being part of the Chapter/Colony Judicial Board shall submit a letter of intent to the Sergeant at Arms at any meeting
2. The Sergeant at Arms shall then select five (5) members and one (1) alternate to sit on the Chapter Judicial Board
3. The Chapter/Colony Judicial Board shall have a term of one semester

Review Board Hearings

In addition to the procedures set forth above, the following applies to all judicial committee hearings:

1. **Quorum** – A quorum shall consist of five representatives as appointed by the National Board. If a quorum is not present, the Chief Judicial Officer asks the group if it wishes to have the hearing proceed without a quorum. If the accused chapter/colony does not wish to proceed, the hearing is adjourned and rescheduled. In addition to the Chief Judicial Officer, the Regional Governor must be present in order for a hearing to proceed. If either of these members is absent, the hearing is adjourned and rescheduled.
2. **Absence of the Chapter/Colony Charged** – If the chapter/colony is not present, and has not presented a reasonable excuse to the Regional Governor prior to the hearing, the hearing is held in the chapter/colony's absence. The National Judicial Board considers the evidence available and bases its decision on such evidence. The absence of the chapter/colony charged is not an admission of culpability.
3. **Impartiality** – The accused chapter/colony may challenge the impartiality of any member of the judicial review committee. If there is a challenge, the National Judicial Board decides if the challenge is legitimate. The decision is noted in the record. Challenges must be made before evidence is presented. If board members feel that they cannot be impartial, they must say so and excuse themselves from the hearing. If, at the close of the hearing, accused chapters/colonies wish to question the conduct of a board member during the hearing, they may file an appeal with the Chief Judicial Officer.
4. **Hearings** – Hearings are closed to the public unless the chapter/colony charged has a compelling reason to request an open hearing. Such requests must be made in writing in advance of the hearing. The decision rests with the National Judicial Board.
5. **Advisor** – The accused chapter/colony may be accompanied by an alumni advisor of choice who takes no direct part in the proceedings unless permitted to do so, and then only to the extent permitted by the Chief Judicial Officer of the National Judicial Board.
6. **Role of the National Judicial Board** – to help in their deliberations, the National Judicial Board may ask questions and call witnesses during the course of a hearing.
7. **Presentation of Information** – Presentation of information, evidence and questions must be relevant to the case. Information presented must have been obtained in a manner consistent with local, state and federal laws. The Chief Judicial Officer makes determinations regarding the presentation of information.
8. **Votes** – Votes, by closed ballots, by the National Judicial Board as to responsibility or non-responsibility and sanctions to be recommended, are by plurality. The Chief Judicial Officer shall have a no-voting capability, unless a plurality of votes cannot be reached. Any member not participating in all aspects of a hearing shall not cast a vote.
9. **Decisions** – The National Judicial Board reports its decision and accompanying sanctions to the Regional Governor and the chapter/colony.
10. **Notification** – The judicial committee completes a summary report of its decision on the charges and its recommendation for the sanctions. The Chief Judicial Officer forwards the report to the National Vice President and chapter/colony president.

11. **Records** - Following the appeal process, the National Vice President forwards a copy of the final outcome of the case to the Regional Governor. The Regional Governor includes this report in the chapter/colony's file until such time as the sanction period has expired, or requirements of the sanctions have been fulfilled.

Sanctions

In either an administrative agreement or a judicial committee report, the chapter/colony must be found to be "responsible" relative to the complaint before any sanction may be imposed. After this determination is made, the Regional Governor or the judicial committee will move to decisions relative to sanctions.

There are two categories of sanction:

Category I Sanctions – These sanctions reflect a change in the chapter/colony's recognition status.

1. **No Change in Recognition Status**
2. **Move to Probationary Recognition** – Chapter/colony probation is for a determined period of time and may or may not involve Category II sanctions. In the event that further infractions occur or if the schedule of action prescribed in Category II is not met, the Regional Governor may invoke suspension or withdrawal of recognition.
3. **Suspension of Recognition** – Suspension is for a specified period of time during which all activities of the chapter/colony are suspended and chapter/colony privileges are revoked.
4. **Withdrawal of Recognition** – Upon withdrawal of recognition, all chapter operations must cease. All charter privileges and University permission to function are revoked. Upon withdrawal of recognition the chapter shall be ineligible to reapply for recognition for five years, unless this requirement is waived by unanimous vote of the National Board.

Category II Sanctions – These sanctions may be conditions that are associated with the Category I recommendations, or may be implemented even if there is no change in recognition status recommended.

1. **Warning** – A written reprimand to the offending chapter/colony for the violation specified, including notice that repeated violations may be cause for further disciplinary actions. The duration of the warning period must be specified.
2. **Developmental Activities** – A social, service or educational project that will be determined by the National Judicial Board directly, or a recommendation of hours of service to be defined in conjunction with the Regional Governor and/or National Vice President.
3. **Restitution or Reimbursement** – In cases of damage, destruction, defacement, theft or unauthorized use of property, restitution to the Fraternity or to an individual may be required. This may include reasonable administrative costs and may be in addition to other sanctions. Restitution may also include payment for medical bills. Failure to make restitution may lead to further charges.
4. **Loss of Privileges** – May include loss of chapter/colony privileges, participation in Fraternal activities, recruitment (rush) or new member intake and activities (pledging), etc.

Additional Policies

Should recognition be restored after suspension or withdrawal of recognition, the chapter will initially be granted probationary recognition for one year, under the scrutiny of the Regional Governor who will schedule bimonthly meetings with the chapter/colony AND may make impromptu spot checks.

All sanctions should include appropriate time frames relative to reconsideration of the chapter/colony's status, by when corrective or developmental activities must take place, for how long privileges are lost, or by when restitution or reimbursement must be made.

A written summary of findings, including the significant facts that influenced the decision of the judicial review committee and any recommended sanctions, will be submitted to the National Vice President. When making its recommendations, the judicial committee will take into account the seriousness of the infraction, any standing sanctions and the current recognition status of the group.

Appeals

Chapters/colonies may appeal the decision rendered by the National Judicial Board. An appeal must be submitted in writing within two weeks (14 days) and may be based on lack of correlation between the action and the facts of the matter, failure of the National Judicial Board to observe appropriate procedures or new evidence.

Upon receipt of an appeal, the National Vice President can either determine the appeal to be valid or invalid based upon the criteria stated above for appeal.

If the National Vice President determines that the appeal is invalid, the decision of the judicial review committee will stand. If the National Vice President determines that the appeal is valid, he can alter the decision of the National Judicial Board if the appeal decision would lessen the severity of a sanction.

In other cases, the National Vice President may call together an appeal board made up of different members of a new National Judicial Board who did not hear the original case. This group reviews the tape, evidence and/or new evidence and makes a recommendation to the National Vice President relative to the final adjudication of the appeal. This new board may call additional witnesses or base its decision on the materials submitted.

Once the National Vice President issues a response to the appeal from this board or issues a direct decision, there is no further appeal.

Descriptions of Officer/Chair Positions

(Note: All positions shall have such other duties as may be prescribed)

Executive Board (yearly position)

President

- Represent the Fraternity on all matters (i.e. Chapter Meetings, National Board Meetings, National Convention)
- Power to call special meetings in accordance with the Bylaws
- Countersign all checks issued by the Chapter, along with the Treasurer

Vice President

- Assist the President in the performance of his duties should the President be temporarily absent or disabled
- Supervise all chairs and committees
- Create committees as he sees fit
- Appoint an office chair, if unfilled

Treasurer

- Receive and expend all monetary matters of the Chapter and shall keep and accurate account
- Countersign all checks issued by the Fraternity, along with the President
- Prepare financial reports to the Chapter
- Make budgets according to the financial reports
- Set dues (brothers and pledge) accordingly

Secretary

- Record the minutes of the Chapter
- Read all official communications into the minutes
- Handle the speaker list
- Handle all correspondence promptly
- Maintain Chapter roster (active and alumni)
- Maintain CST Lineage

Sergeant at Arms

- Serve as the chief judicial officer of the Chapter
- Call a Chapter meeting to order
- Maintain order in a Chapter meeting in accordance to the Roberts' Rules of Order and the Constitution
- Has the right to, by his discretion, ask a brother to leave a Chapter meeting for excessive rudeness or other conduct unbecoming of a Brother
- Report any violations of the Laws of the Fraternity
- Has the power to select five judicial committee members as he sees fit, though has no vote in any judicial hearings

Committee Chairs (semesterly position)

Rush (2)

- Create and implement a rush program for all interested in the Fraternity
- Abide by the University's Rules and Regulations and Greek Council's Constitution on all matters of the Rush program

Pledge Educator

- Create and implement a pledge program and report to the Chapter of the functions and dates at least a week in advance

Assistant Pledge Educator

- Assist the Pledge Educator in all aspects of pledging

Cultural (1)

- Organize and set up all cultural events for the Chapter to further educate Brothers in Asian culture

Philanthropy (1)

- Set amount of hours of community service for Brothers
- Organize all philanthropic events for the Chapter to give back to the community
- Set fines for incompletion of set hours

Social (2)

- Organize all social events (i.e. mixers and parties) for the Brothers

Historian

- Keep accurate records of all Chapter events
- Create Chapter newsletter
- Maintain the Chapter Exam Files
- Maintain the Fraternity artifacts

Brotherhood(1)

- Organize all events to strengthen unity amongst the Brothers

National Representatives (2)

- Designated as the President and Vice President of the respective chapter/colony
- Serve as liaison between the Chapter and the National Council
- Represent the Chapter at National meetings and conventions
- Report to the Chapter findings of such meetings

Webmaster

- Maintain the Chapter web page

Public Relations

- Create publications/advertising/marketing for all events held by the Chapter
- Provides promotional materials about the fraternity

Founders Day Coordinator (2)

- Coordinate the annual Founders' Day event for the Brothers

Greek Council Delegates (1)

- Shall represent the Chapter at school council meetings as council representatives
- Report to the Chapter findings of such meetings

CHAPTER/COLONY REQUIREMENTS

- 1. Brotherhood**
 - Each Chapter/Colony shall hold a minimum of two chapter-wide Brother unity event to foster brotherhood per semester.
- 2. Academic**
 - Each Chapter shall maintain a chapter-wide minimum GPA of **2.5** or the equivalent of their respective college/university's requirement for Greek organizations.
- 3. Cultural**
 - Each Chapter shall hold a minimum of 2 cultural event open to the entire student body of their respective college/university **per semester**.
 - The National Board **MUST** be informed of the event two weeks prior to the date of the event.
- 4. Philanthropy**
 - Each Chapter shall perform a **semesterly** cumulative total of philanthropy hours equal to the number of active brothers in the chapter times 10.
- 5. Financial**
 - Each Chapter (and Colony) shall provide the national governing body the appropriate semesterly dues, as determined by binding vote by the National Board.
 - Each Chapter (and Colony) shall provide the national governing body with their semesterly budgets within the **first 2 weeks** of that chapter's respective college/university's academic semester.
- 6. Historical**
 - Each Chapter (and Colony) shall provide the national governing body with their roster, including active and inactive brothers, within the **first 2 weeks** of that chapter's respective college/university's academic semester.
 - Each Chapter (and Colony) shall provide the national governing body with a list of their respective brothers' CST lineage within the **first 2 weeks** of their academic semester.

If these requirements are not met by a specific Chapter for a semester, then that Chapter shall be placed on a probation status. If that same Chapter remains on probation status for over 1 semester then their chapter status may be revoked by the National Council.

Evaluation System

The purpose of the evaluation system is to ensure that all chapters/colonies are fulfilling their requirements. This in turn provides the National Board with a better method to judge the direction each chapter/colony is heading. This will also give an indication of which chapter/colony are doing its work. The Regional Governors can better manage those schools who are lacking.

Each chapter/colony will try to accumulate a minimum of 1,000 points in an academic semester. Immediately following the end of the semester, the chapter/colony will forward to the National Council a portfolio including all relevant material, to petition the requested points. It is the National Board's discretion to assign the final points. Consideration will be given to the amount of work and preparation each event petitioned. Extra points will be earned, dependant on the percentage of Brothers attending the event, faculty participation, alumni support, etc.

Categories	Description	Each Event	Max. Points
Cultural	Hosting or co-sponsoring any cultural event	100	
Community Service	Volunteer, donations, charity	100	
Fundraising	Non-social events to increase revenues	75	
Social	Parties	25	100
Mixers	Mixers with other organizations	25	100
Brotherhood Events	Anything to strengthen Brotherhood	50	300
External events	Participation in other organizations' events	50	300
Special Recognition / Brother	A honorable recognition of an active Brother	50	
GPA as a Chapter/Colony	2.0+ = 25 2.5+ = 50 3.0+ = 75 3.5+ = 100		
Paying dues early	Given to the Treasurer by deadline	100	
Sending roster early	Given to the Secretary at the end of the semester	25	
Meeting Physical Requirements	Given to the Secretary at the end of the semester	25	
Sending minutes early	Given to the Secretary at the end of the semester	25	
Sending treasury reports early	Given to the Treasurer at the end of the semester	50	
Attendance / Meeting	Reaching Quorum	10	
Special Projects	Any special projects the National Board is working on OR anything to better the Fraternity	To be determined by the National Board	

NC STATE UNIVERSITY

Student Organization Resource Center
1202 Talley Student Center
Campus Box 7306
Raleigh, NC 27695-7306

919.515.3323
919.513.0328 (fax)

This letter is to certify that the Asian Fraternity Group is a registered student organization at North Carolina State University. The current president is Andy Tran (aka Phuc Tran).

Thank you



Deborah Felder
Assistant Director
Student Organization Resource Center