

# **Iota Nu Chapter of Alpha Chi Omega - University of California, San Diego**

## **Article I: Name of Student Organization**

The organization shall be called Iota Nu chapter of Alpha Chi Omega at UC San Diego.

## **Article II: Statement of Purpose**

The purpose of this non-profit organization, as stated in The Heritage of Alpha Chi Omega Fraternity, is “to encourage the spirit of true sisterhood, to develop through personal effort a high moral and mental standard, and to advance the appreciation and practice of the fine arts among its members.”

## **Article III: Nonprofit Statement**

Iota Nu chapter of Alpha Chi Omega at UCSD is a non-profit student organization.

## **Article IV: Requirements for Membership**

### **Section 1: Undergraduate Member**

An undergraduate member is regularly enrolled as defined by the school at *University of California, San Diego*

### **Section 2: New Member**

An undergraduate new member is an active collegiate member upon completion of the New Member Ceremony. Undergraduate new members attend formal and informal chapter business meetings and are entitled to vote on chapter business upon completion of the New Member Ceremony. Undergraduate new members enter formal chapter meetings at the conclusion of formal opening and leave before formal closing.

### **Section 3: Lifetime Member**

A new member becomes a lifetime member upon completion of the Initiation Ceremony. A lifetime member is afforded all of the privileges and responsibilities of membership for the remainder of her life so long as she remains in good standing.

### **Section 4: Affiliated Member**

An active collegiate member in good standing who transfers to University of California, San Diego may be affiliated by Iota Nu chapter, provided that both the member and affiliating chapter have followed all procedures of the National Fraternity. Both the member and the chapter must agree to the affiliation. The chapter president contacts Alpha Chi Omega Headquarters to discuss National Fraternity affiliation procedures. The chapter also follows College Panhellenic regulations that pertain to the affiliation of members.

### **Section 4: One-time fees**

- National New Member Fee \$199
- Sisterhood Packet \$23
- Bond Card and Certificate Fee \$8
- Badge Fee \$165

### **Section 5: Quarterly dues**

- National Dues & Fees \$71.67
- Chapter Dues \$250
- Social Event \$35
- PHC dues \$9
- Dues to Support Facility Operations \$14

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## **Article V: Frequency of Organization Meetings**

### **Section 1: Chapter Business Meetings**

Regular business meetings are held *Monday evenings on the UCSD campus at 8PM in a specified UCSD lecture hall* and are conducted in accordance with National Fraternity closed ceremonies and *Robert's Rules of Order Newly Revised*. Decisions regarding budget, dues and fees, member discipline and bylaws must be made during the academic year. Any exceptions must be approved by headquarters staff in consultation with appropriate volunteers.

### **Section 2: Required Attendance**

New and lifetime active collegiate members are required to attend all chapter business and education meetings unless excused by CRSB.

## **Article VI: Qualifications for Holding Office and Methods of Selecting and Replacing Officers**

Only registered UCSD students may hold office in the organization. Only registered UCSD students may vote in elections for the selection of the organization's officers.

### **Section 1: Elected Executive Officers**

There are 14 officers: President, Vice President Chapter Relations and Standards, Vice President Finance, Vice President Risk Management, Vice President Ritual and Fraternity Appreciation, Vice President Recruitment, Vice President Recruitment Information, Vice President New Member Education, Vice President Public Relations and Marketing, Vice President Membership Programming, Panhellenic Delegate, Vice President Intellectual Development, Vice President Facility Operations, and Vice President Philanthropy.

Members may hold only one executive position at a time. Members may not hold a non-executive position at the same time they are holding an executive position. Only the chapter advisor, province collegiate chair or a National Fraternity representative may grant exceptions.

### **Section 2: Individual Duties of Elected Officers**

Chapter officers perform duties as defined in the "Policies of Alpha Chi Omega Fraternity", National Fraternity collegiate officer materials, chapter bylaws and by the parliamentary authority, *Robert's Rules of Order Newly Revised*.

### **Section 3: Other Elected Officers**

The following non-executive officers are required to be slated. Depending on the size of the chapter, members may hold more than one non-executive position at a time. The chapter should determine the number of positions; however, headquarters recommends that each member hold no more than two non-executive positions at a time.

Fundraising Chair; Philanthropy Chair; Warden; two Alpha Chi-Factor Chairs; Alumnae Chair; Parents Relations Chair; Assistant Panhellenic; Senior Appreciation Chair; Sports Chair; Social Chair; Formal Dance Chair; Sisterhood Chair; Mystagogue; Cultural Chair; Activities Chair; Song chair; Assistant New Member Education; Chi Connections Chair; KRONM; Assistant Intellectual Development; Resources Chair, Career Development Chair; Recording Secretary; International Chair; Senior Representative to Standards; Junior Representative to Standards, Sophomore Representative to Standards; Freshman Representative to Standards; Sunshine Chair; Senior Representative to Risk Management; Junior Representa-

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tive to Risk Management; Sophomore Representative to Risk Management; Freshman Representative to Risk Management; Assistant Recruitment; CRIC; Assistant CRIC; COB; PACE; Historian; Picture Chair; Assistant Finance; Web Chair, Personal Development Chair, Awards Chair; Scholarship Chair; Leadership Chair. Alpha, Chi, and Omega Team Captains.

### **Section 4: Election of Officers**

All steps in the election process take place during regularly scheduled chapter meetings. All steps in the election process should be concluded by the third week of November for semester schools, or by the fourth week of November for quarter schools.

### **Section 5: Term of Office**

The elected officers assume their duties at the close of the installation meeting and serve for a term of one year or until their successors are elected and installed. Terms are based on a calendar year.

All elected officers are expected to serve their entire term in office and may not accept the position if they are aware of any circumstance that would prohibit them from completing the required duties of their position. These circumstances may include, but are not limited to, graduation prior to the end of a term in office, study abroad, and outside commitments that prohibit the officer from completing her position responsibilities.

### **Section 6: Qualifications for Office**

All chapter members (lifetime and new members) are eligible for office as long as they meet the qualifications for office. A chapter officer must have and maintain a cumulative grade average at or above 2.7.

### **Section 7: Vacancy in Office**

A vacancy occurring in any elected office, including that of chapter president, is filled promptly by election at the next regularly scheduled chapter business meeting *or* by appointment process fulfilled by Alpha Chi Omega Headquarters.

### **Section 8: Removal from Office**

A chapter officer may be removed from office by CRSB in accordance with Article VI of the bylaws, a two-thirds [2/3] affirmative vote of the active collegiate members at a regular business meeting, by the chapter advisor in consultation with the province collegiate chair, by the province collegiate chair or by a National Fraternity representative.

## **Article VII: Risk Management**

Iota Nu chapter of Alpha Chi Omega at UCSD is a registered student organization at University of California, San Diego, but not part of the University itself.

Iota Nu chapter of Alpha Chi Omega at UCSD understands that the University does not assume legal liability for the actions of the organization.

### **Section 1: In Case of Interaction with Minors and/or the Elderly**

Iota Nu chapter of Alpha Chi Omega at UCSD is aware that all registered student organizations that serve minors or the elderly have access to training on child and elder abuse prevention for its members via the Center for Student Involvement, online or in person (in person by request only). Iota Nu chapter of Alpha Chi Omega at UCSD will develop plan(s) for activities and events where members will be interacting with minors or the elderly such that members will receive education and/or training on Child Abuse Neglect Reporting Act (CANRA), common sense measures to both avoid child or elder abuse allegations (i.e. avoiding one-on-one situations; working with minors in plain view of others; limiting calls/texts/so-

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cial media posts or other communications with minors), and how to properly report potential harm or neglect to minors or the elderly with whom they are working.

### **Section 2: FIPG**

Alpha Chi Omega belongs to FIPG, Inc. and as such follows the risk management policies of FIPG. If there is a conflict between FIPG and Alpha Chi Omega policies, Alpha Chi Omega policies shall take precedence.

### **Section 3: Event Planning Proposal**

An *Event Planning Proposal*, Form C144, must be completed prior to each event and kept with the chapter records. After approval by the risk management committee, the chapter advisor must approve the event planning proposal at least 2 weeks in advance of the event.

### **Section 4: Events with Alcohol**

There may be one [1] guest per member at an event with alcohol. Any event where alcohol is present must follow Third-Party Vendor or BYOB guidelines as outlined in the *Third-Party Vendor Checklist*, *BYOB Checklist* and FIPG Manual.

### **Section 5: Alcoholic Beverages, Drugs, and Controlled Substances at Social Functions**

Chapter funds may not be used to purchase alcoholic beverages, drugs and/or controlled substances. No chapter checks may be written to another women's fraternity, men's fraternity, or other collegiate group for alcohol and/or drugs to be distributed at social functions.

### **Section 6: Mandatory Events and Alcohol**

Alcohol is not permitted at a mandatory chapter event. No member can be required to attend an event with alcohol.

### **Section 7: Hazing**

Alpha Chi Omega does not condone unkind, undignified, or humiliating activities. Members of Alpha Chi Omega shall not conduct hazing activities. Chapters of Alpha Chi Omega must include in their bylaws a statement prohibiting hazing and/demeaning activities.

No chapter, colony, student or alumna/alumnus shall conduct or condone hazing activities. Hazing activities are defined as: Any action taken or situation created, intentionally or unintentionally, whether on or off fraternity premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities may include but are not limited to the following: use of alcohol; paddling in any form; creation of excessive fatigue; physical and psychological shocks; quests; treasure hunts; scavenger hunts; road trips or any other such activities carried on outside or inside of the confines of the chapter facility; wearing of public apparel which is conspicuous and not normally in good taste; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; and any other activities which are not consistent with academic achievement, fraternal law, ritual or policy or the regulations and policies of the educational institution or applicable state law.

## **Article VIII: Community Advisor**

Collegiate chapters receive guidance and assistance from a chapter advisor and, if possible, other members of a Chapter Advisory Board.

### **Section 1: Appointment**

A province collegiate chair is responsible for appointing chapter advisors for all of the collegiate chapters in her province. All appointments are subject to approval by Headquarters staff.

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### **Section 2: Qualifications**

A chapter advisor must be an alumna member in good standing with the National Fraternity and/or a non-member appointed by a national representative.

### **Section 3: Term of Office**

The chapter advisor serves a two-year term, beginning August 1 in even- numbered years.

### **Section 4: Vacancy in Office**

When a vacancy occurs in the position of chapter advisor, the province collegiate chair appoints a successor to complete the unexpired portion of the term.

### **Section 5: Responsibilities**

The chapter advisor and the other members of the Chapter Advisory Board perform duties assigned by the National Fraternity. These duties are set forth in the resources distributed by Headquarters staff.