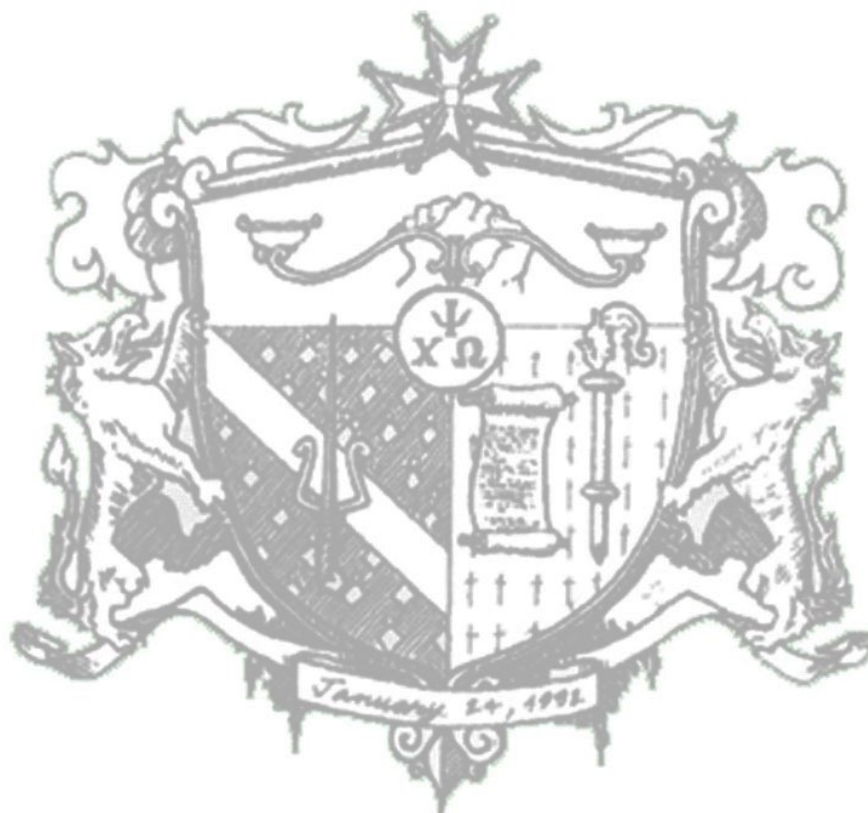


Constitution and Bylaws of PSI CHI OMEGA Alpha Chapter



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ARTICLE I. NAME AND OBJECTIVE

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SECTION 1. NAME

The name of this organization shall be Alpha Chapter of Psi Chi Omega at UCSD.

SECTION 2. PURPOSE

To promote excellence through integrity, perseverance, and eternal brotherhood with an emphasis in the Asian-American culture. This is achieved by providing opportunities which expand scholarship capabilities, enhance leadership skills, and promote a comfortable environment for social interaction. Psi Chi Omega is organized exclusively for charitable and educational purposes in compliance with that of a social and the making of distributions to organizations that qualify as exempt organizations. Psi Chi Omega is a non-profit student organization.

SECTION 3. NON-DISCRIMINATORY STATEMENT

While, Psi Chi Omega is a selective Asian-American interest fraternity, it is open to all racial and ethnic backgrounds, and it does not discriminate on the basis of race, religion, or sexual orientation.

ARTICLE II. MEMBERSHIP

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SECTION 1. ELIGIBILITY FOR ACTIVE MEMBERSHIP

A. ENROLLMENT

Members of Alpha Chapter of Psi Chi Omega shall be currently enrolled students at the University of California, San Diego. Actives who transfer to other Universities are recommended to obtain Associate Status (ARTICLE II, SECTION 6).

B. REQUIREMENTS

Members of Alpha Chapter of Psi Chi Omega shall be currently enrolled students at the University of California, San Diego. They must be in good standing with the fraternity. In addition, the said member must attend all mandatory meetings and events at the scheduled time of commencement (refer to ARTICLE VIII). He must also pay a membership fee on a quarterly basis to support the operations of Psi Chi Omega (refer to ARTICLE XI.)

1. G.P.A. requirement (refer to ARTICLE XII., SECTION 1)
2. Active Fees & Dues (refer to ARTICLE XI., SECTION 4&5)
3. Conduct becoming of a Psi Chi Omega Active according to the Psi Chi Omega Codes of Conduct.

C. GOOD STANDING

Members of Alpha Chapter Psi Chi Omega shall follow these guidelines in order to remain in Good Standing with the brotherhood.

1. Dues for the current academic quarter must be paid in full to the Chapter Controller by the end of 4th Week, including attendance fines and past financial discrepancies. Payment plans may be worked out with the Chapter Controller by verbal agreement by the 4th week if financial difficulty is present.
2. Member's attendance must be 80% or above as based upon Article XI, Section 7

Members not in good standing during the current quarter shall be subject to the following restrictions:

- 1.No voting rights
- 2.Not allowed to be at any fraternity funded event, excluding recruitment events.

Attendance pointed events where non-good standing actives cannot attend will not work against their attendance percentage. Members that finish any quarter not in good standing will be subject to the following punishments as well as the previous three:

1. Not allowed to pick-up a little bro
2. No 4 week grace period on payment of dues, if the good standing issue is financially related. If financial balances are not recovered by 4th week, then a fine of \$5 a week until fully paid to the Chapter Controller.

Enforcement on Actives who fall out of good standing will begin after 4th week checks by the sentinel. Active members may work to be back on good standing, and thus will regain all privileges. Weekly checks for good standing will be performed by the Chapter Controller and Sentinel, notifications will be sent out to borderline actives.

SECTION 2. ELIGIBILITY FOR INITIATE MEMBERSHIP

A. ENROLLMENT

Potential initiates of Alpha Chapter of Psi Chi Omega shall be currently enrolled students at the University of California, San Diego. Students who attend other Universities will not be accepted. Students who plan to transfer to the University of California, San Diego will not be accepted also.

B. REQUIREMENTS

All potential members must meet all of the requirements listed below.

1. CLASS STANDING

A student seeking to initiate must have the capacity to fulfill 3 (three) complete quarters of activation after their initiate period. Thus, students graduating within a year of their initiate period will not be accepted for initiate membership.

2. MEMBERSHIP IN OTHER ORGANIZATIONS

A student who is a member of another IFC or Asian-Greek Fraternity is not eligible for membership. Students who are members of a Professional or Business Fraternity are eligible for membership. Students who have deactivated or deinitiated from another Fraternity are eligible for membership.

3. PREVIOUS MEMBERSHIP

If a student was a member of a previous initiate class of Psi Chi Omega and either deinitiated or was black-balled, he is eligible for membership again. The candidate must state his reason to the Brotherhood for wishing to attempt to join the Fraternity again.

SECTION 3. INACTIVE STATUS

An active may request **temporary inactive status** for the following reasons:

1. Academic problems (Academic probation, drastic drop in previous quarter's grades, etc.)
2. Familial problems/obligations which may prevent him from devoting adequate time to the fraternity.
3. Personal problems/obligations which may prevent him from devoting adequate time to the fraternity.
4. Transfer out of the University: Any active that transfers out of Alpha Chapter, will be considered inactive. However, upon graduation from that university, he shall be considered an Alumnus of Psi Chi Omega barring that he complies with Article II, Section 8.

Inactive status is not allowed the quarter prior to graduation.

A. DEADLINE

If a member of Psi Chi Omega needs to or chooses to inactivate his status as an Active member of the fraternity, he must do so within the first 2 (two) weeks of the quarter that he is to be inactive for.

B. APPROVAL

The Active must state a legitimate reason (such as those listed above) to the Brotherhood (meaning all Active members present at that general body meeting) for his decision to inactivate and answer all questions from the Brotherhood; this must be approved by the Brotherhood in order for the status of an inactive member to be validated. Approval must be voted upon according to the voting procedures outlined in Article III, Section 2.

C. FEES

An inactive member shall thereby be exempt from all fees for that quarter.

D. FRATERNITY EVENTS

If an inactive member wishes to attend a fraternity event, he must follow these guidelines:

1. An inactive member may attend meetings, but only if the Sentinel is given prior notice.
2. A member who is inactive is not permitted to vote at any general body meeting under any circumstances, and is subject to any disciplinary fees he may incur at the meetings he attends (i.e., if an inactive member reports late or fails to show at a meeting which he had informed the Sentinel he would attend, he will be subject to a fine).
3. An inactive member is encouraged to and permitted to attend all philanthropy or open fraternity events.

4. An inactive member may attend those events which are funded by members of the fraternity in conjunction with the fraternity if the inactive member pays a fee, which will be determined by the Controller, and also receives approval by the general body of Psi Chi Omega.

E. LIMITATIONS

A member who inactivates may only do so for two (2) quarters total. These quarters can be consecutive or spaced out during the total time of active membership. A total of three (3) quarters of inactivation will be deemed as a voluntary deactivation. Special circumstances which require a greater amount of time for inactivation can be requested by the said member. Approval must be given by the general body.

SECTION 4. DEACTIVE STATUS

A member who deactivates from Psi Chi Omega will be fully extricated from the fraternity and shall never be given the opportunity to join the Brotherhood again. All letters and articles of clothing bearing the name of Psi Chi Omega must be turned in to the fraternity.

A. VOLUNTARY

A member who wishes to voluntarily deactivate should state his reason for leaving the fraternity.

B. INVOLUNTARY

If an active member continually fails to fulfill his duties as a member of the fraternity (refer to ARTICLE II., SECTION 2) his status should be voted upon by the general body. If standard voting procedures reveal significant displeasure with the said member, the member should be brought in for an interview session with the general body. After his statement has been given and all questions answered, the status of the member should be voted upon again. If major discontent persists, a vote should be taken seeking either probation or involuntary deactivation. Involuntary deactivation should be implemented only under extreme circumstances.*

If such a situation arises, counseling from National Headquarters should be sought before undergoing any such process.

SECTION 5. PROBATIONARY STATUS

A member may be placed on probationary status for failure to fulfill the requirements of a Psi Chi Omega active. Probation should be utilized when an active's performance is intolerable, but not critical enough for deactivation. Standard procedure should be followed as outlined in ARTICLE II., SECTION 4.

A. TERMS OF THE PROBATION PERIOD

The length and conditions of the probationary period for the said member shall be determined by the Brotherhood. Each case should be handled individually. with the terms of the probation determined by the severity of the situation. The probation period should be tailored so as to promote improvement of the

performance of the active on probation. Specific reasons and terms of the probation must be given to the active.

B. ACADEMIC PROBATION

If an active fails to comply with the G.P.A. requirement of the fraternity (previous quarter), he is required to log-in fifteen (15) hours of study time per week in the Psi Chi Omega Study Book the following quarter. The dates of the member's major tests (mid-terms, quizzes, etc.) must be given to the Scholarship Chair by the end of the second week. The active will not be allowed to attend any fraternity events which occur the day before any such dates. If a member is placed on academic probation for two (2) consecutive quarters, he must involuntarily inactivate the following quarter. Any member on academic probation holding a position must relinquish that position until the probation has been completed.

SECTION 6. ASSOCIATE STATUS

Associate status is reserved for those members who have served the fraternity fully. In order to be eligible for associate status, members must have fulfilled six (6) active good standing quarters. Associates will only have to pay 50% of active dues, as well as only have to remain at 50% attendance. There is no limit to the amount of quarters a member can go associate status. If a member is planning on going associate and has fulfilled the requirement, then one must announce this to the brotherhood by the first general body meeting of the quarter. An associate retains all the privileges of an active member.

SECTION 7. NEOPHYTE STATUS

Neophyte status refers to those members who have completed the duties of a initiate as defined in the Psi Chi Omega initiate program, but have not yet been presented at the Founder's Day Formal or Emerald Banquet. Members who have been presented but have not completed all of the initiate duties will also be considered to be in Neophyte Status. Neophytes will retain all the privileges of a Psi Chi Omega active member with the following exceptions:

- A. Neophytes may not vote
- B. Neophytes cannot wear Psi Chi Omega letters
- C. Neophytes may not pick up a little bro
- D. Neophytes cannot hold an executive board position

Parts A,C, and D however, will be void if the active house is less than six members.

* All initiate classes that cross during spring quarter will be void of parts A and C. They will also be able to wear letters during the Fall Quarter recruitment.

SECTION 7. INITIATE MEMBERSHIP

Requirements for eligibility for initiateship are the same as eligibility for Active membership (refer to Article II., Section 1). In addition, all initiates must fulfill the requirements as listed in the Psi Chi Omega Initiate Program.

SECTION 8. ALUMNI STATUS

In order for a member of the Alpha Chapter of Psi Chi Omega to achieve Alumni Status, he must complete the following:

1. Graduate from a University
2. Be clear of all financial obligations to the fraternity.
3. Must have held a position or attempted to have a little brother.
4. Have been an Active member for 3 quarters. *Special exemptions may be made for transfer students into the University by executive board.

A. FRATERNITY EVENTS

An alumnus of Psi Chi Omega may attend any Psi Chi Omega event or meeting, as long as prior approval is given by the Sentinel of that Chapter.

B. VOTING

An alumnus of Psi Chi Omega is not allowed to vote.

C. STATUS HOLD

A member of Psi Chi Omega who has graduated may have his Alumni status put on hold by acting as an Active member.

D. DEBTS

In order for a member to become an Alumnus, he must have fulfilled all duties as an Active member, including the payment of all debts owed to Psi Chi Omega in full. If debts such as these are not paid by two (2) quarters after the member is eligible for Alumni status, it will be deemed as a deactivation.

E. NATIONAL HEADQUARTERS MEMBERSHIP

Psi Chi Omega National Headquarters will be composed of Psi Chi Omega Alumni of all Psi Chi Omega Chapters. Upon graduation from a University, the Psi Chi Omega Active changes status to Psi Chi Omega Alumnus, and will be eternally attached to his Chapter's Active Alumni Director. If the newly inducted Alumni so chooses, he may opt to continue his services through aiding the operations of the Psi Chi Omega National Headquarters.

ARTICLE III. ELECTIONS

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SECTION 1. NOMINATIONS & ELECTION OF OFFICERS

A. NOMINATIONS

In order to be nominated for and retain an office, the Active must be in good standing with the fraternity. Any Active is allowed to make nominations for any positions of the Executive Board and Cabinet. In order to be eligible for the President and Vice-President positions, an Active must have held at least one position in the Executive Council previously. All nominations must be seconded, and then accepted by the nominee.

B. ELECTIONS

Elections shall take place during the second half of the Winter quarter of each school year. Election for positions in the Executive Council shall be held first, beginning with the Chapter President. The remainder of the Executive Cabinet shall be voted upon according to priority and urgency (i.e., The annual Psi Chi Omega Election is an extensive and time-consuming process. Some offices, such as Recruitment Chairs, need to be filled early, so that they may begin preparations for the upcoming quarter. Only registered UCSD students may vote in elections for the selection of the organization's officers.

SECTION 2. VOTING PROCEDURES FOR ELECTIONS

A. OPEN FORUM

Before voting on each position takes place, each nominee for the position to be voted on is allowed two (2) minutes to explain his motives for desiring the position. After all of the speeches of the nominees have been given, the general body is free to ask questions to the candidates. Due to time constraints, no more than 5 (five) questions are recommended to be given to the nominees. Following this open forum, all nominees must exit the room. At this time, comments and remarks should be fielded amongst the general body before voting. Nominees may not return to the room until voting for that position has concluded, unless otherwise specified in the Bylaws.

B. ONE NOMINEE

In the case where only one Active member accepts a nomination for a particular position, then he must receive a 2/3 (two-thirds) majority vote to be elected to the

office. If a 2/3 majority is not reached, then the floor must be opened up to other nominations. If no other nominations are accepted, then it is the duty of the Executive Council to appoint an Active for that position. This must be done within 7 (seven) days of the original date of the election.

C. TWO NOMINEES

When two nominations are accepted for a position, the office will be given to the active owning the majority (two-thirds) vote. In the case of a tie, each nominee will be allowed 5 (five) minutes to explain and answer further questions on his desire, commitment, and possible contribution to the office (if deemed necessary by the current Executive Council). Following this second open forum, another vote will be taken. In the case of another tie, the Executive Council must secretly discuss and vote amongst themselves in order to decide the outcome of the vote. If a tie still persists, the Chapter President shall make the final decision.

D. THREE OR MORE NOMINEES

In the case of 3 (three) or more nominees, the 2 (two) Actives receiving the most votes will be voted upon again, following the protocol specified in SECTION 2-C above. If any other nominees have received 5 (five) or less votes than the top nominee, then they too will be included in the "run-off".

ARTICLE IV. OFFICERS

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SECTION 1. DEFINITION

The officers of Alpha Chapter shall be those specified in ARTICLE V. The officers of Alpha Chapter shall be divided into the Executive Council and the Executive Cabinet.

SECTION 2. QUALIFICATIONS FOR HOLDING OFFICE

Only registered UCSD students may hold office in the organization.

SECTION 2. TERM OF OFFICE

A. FULL YEAR OFFICES

All officers specified in Article V., with the exception of the Recruitment/Initiate Dads, shall hold their office for 1 (one) full year. The term of the office commences at the beginning of the University's Spring quarter and concludes at the end of the University's Winter quarter.

B. SPECIAL TERMS OF OFFICE

Recruitment/Initiate Dads are elected for each quarter of Recruitment prior to Recruitment. Each Recruitment/Initiate Dad holds office from the day of their election until the day that their initiate class is officially activated into the Brotherhood.

SECTION 3. OFFICER RANKING ORDER IN ABSENCE OF PRESIDENT

The ranking of order for officers who will take over in the absence of the Chapter President shall be: 1) Vice President, 2) Social Director, 3) Controller, 4) Secretary, and 5) Sentinel.

SECTION 4. NON-FULFILLMENT OF OFFICER'S DUTIES

All officers are responsible to the Chapter for the fulfillment of his duties. If an officer fails to fulfill his responsibilities, he should be privately warned by the President and Vice President that his job performance is unsatisfactory. It should be pointed out at this time what improvements need to be made. If the problem persists, a majority vote should be taken on whether or not voting should take place to remove the officer from his position. If a majority is reached, then an open forum should be held with the officer under questioning allowed to give his explanations for his performance. After fielding questions, the officer should leave the room before voting takes place. Once outside, the general body should discuss the officer's performance at great detail. A vote should then be taken on whether or not to impeach the officer, with a 2/3 (two-thirds) vote in favor of his removal necessary for impeachment.

SECTION 5. VACANCIES

Vacancies occurring in any office shall be filled promptly by election (refer to ARTICLE III.). If no Active accepts a nomination for that office, it is the responsibility of the Executive Council to appoint a qualified Active to that position.

ARTICLE V. OFFICER JOB DESCRIPTIONS

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SECTION 1. CHAPTER PRESIDENT

- A. Responsible for overall performance of existing Chapter.
- B. Presides over Executive meetings
- C. Maintain liaison with outside entities of vested interest (National Headquarters, AGC Greek Council, Alumni Officers, School Officials, and other fraternities and sororities).
- D. Knowledgeable of goals and criteria of Chapter.
- E. Issue instruction and guidance to members for planning, conduct, and supervision of responsibilities.
- F. Act as a Parliamentarian
- G. Perform tasks and other duties as assigned by higher authority.

SECTION 2. VICE-PRESIDENT

- A. Under direct supervision of the President.
- B. Presides over general body meetings, and overseer of committee
- C. by direction of the President.
- D. Assume duties of President in his absence
- E. Represents President when so authorized
- F. Direct, coordinate, and supervise activities of Chapter.
- G. Report directly to the President
- H. Perform tasks and other duties as assigned by higher authority.

SECTION 3. SOCIAL DIRECTOR

- A. Under direct supervision of the Vice President
- B. Train and supervise the activities of the Events Staff: Philanthropy Chair, Recruitment/Brotherhood Chairs; as agreed upon by the Executive Council)
- C. Concern for organization and operation of the Fraternity.
- D. Schedule events in conjunction with other fraternities and exchanges with sororities.

- E. Coordinates Fraternity social events.
- F. Coordinates activities with Public Relations chair to effectively publicize events with the approval of the executive council.
- G. Act as A.G.C. representative.
- H. Act as M.G.C representative.
- I. Immediately assumes responsibilities of Vice-President and President in their absence, respectively.
- J. Report directly to the Vice-President
- K. Perform tasks and other duties as assigned by higher authority.
- L. PHILANTHROPY CHAIR
 - 1. Under direct supervision of the Social Director.
 - 2. Actively seek opportunities for philanthropic events to support the Asian-American Community and the Community at large.
 - 3. Direct liaison to Community Service organizations
 - 4. Develop programs for community involvement as agreed upon by the Executive Council.
 - 5. Report directly to the Social Director.
 - 6. Perform tasks and other duties as assigned by higher authority.
- M. Recruitment CHAIRS
 - 1. Under direct supervision of the Social Director
 - 2. Responsible for the coordination and operation of fraternity recruiting efforts.
 - 3. Be knowledgeable of eligibility requirements.
 - 4. Coordinate an effective Recruitment Program with the approval of the Executive Council.
 - 5. Report directly to the Social Director
 - 6. Perform tasks and other duties as assigned by higher authority.
- N. SPORTS CHAIR
 - 1. Under direct supervision of the Social Director
 - 2. Responsible for the coordination and operation of fraternity sports activities.
 - 3. Be knowledgeable of all intramural programs and other sports functions.
 - 4. Set-up fraternity practices and arrange for convenient game times.
 - 5. Report directly to the Social Director.

6. Perform tasks and other duties as assigned by higher authority.

SECTION 4. CONTROLLER

- A. Under direct supervision of the Vice-President
- B. Train and supervise the activities of the Controller Staff: Financial Chair and Fundraising Chair; as agreed upon by the Executive Council.
- C. Responsible for financial operation of the Chapter.
- D. Prepare budget, statements to members, and reports to Chapter's Alumni Board and National Headquarters.
- E. Prepare quarterly budget
- F. Coordinate expenditures with events of Fraternity.
- G. Coordinate activities with Public Relations Chair to effectively publicize events with the approval of the Executive Council.
- H. Immediately following the Social Director in the Psi Chi Omega Power Structure.
- I. Report directly to the Vice-President.
- J. Perform tasks and other duties as assigned by higher authority.

K. FINANCIAL CHAIR

1. Under direct supervision of the Controller
2. Assist the Controller in all financial matters
3. Responsible for ordering and receiving supplies
4. Report directly to the Controller.
5. Perform tasks and other duties as assigned by higher authority.

L. FUNDRAISING CHAIR

1. Under direct supervision of the Controller.
2. Coordinate Fraternity fundraising events
3. Devise new methods of raising funds
4. Report directly to the Controller.
5. Perform tasks and other duties as assigned by higher authority

M. SPONSORSHIP CHAIR

1. Under direct supervision of the Controller.
2. Actively seek out sponsors to help in financial need.
3. Report directly to the Controller.
4. Perform tasks and other duties as assigned by higher authority.

SECTION 5. SECRETARY

- A. Under direct supervision of the Vice-President
- B. Responsible for communications within the Executive Cabinet
- C. Provide documents of meetings to the Executive Council
- D. Train and supervise the activities of the Administrative Staff: Scholarship Chair, Public Relations Chair, Graphics Chair, Historian, and Alumni Director; as agreed upon by the Executive Council.
- E. Responsible for the Chapter's official record, including membership record book.
- F. Immediately following the Controller in the Psi Chi Omega Power Structure.
- G. Report directly to the Vice-President
- H. Perform tasks and other duties as assigned by higher authority.

I. SCHOLARSHIP CHAIR

- 1. Under direct supervision of the Secretary
- 2. Responsible for Academic Archives.
- 3. Assist Initiate Dads in recording Initiate Study hours.
- 4. Advisor to President on all academic matters pertaining to members enrolled in their respective colleges; as agreed upon by the Executive Council
- 5. Report directly to the Secretary
- 6. Perform tasks and other duties as assigned by higher authority

J. PUBLIC RELATIONS CHAIR

- 1. Under direct supervision of the Secretary
- 2. Provide maximum publicity of events through available resources as deemed necessary by the Executive Council.
- 3. Actively seek opportunities to promote and publicize the fraternity's goals, among on-campus and off-campus organizations, facilities, and establishments.
- 4. Report directly to the Secretary
- 5. Perform tasks and other duties as assigned by higher authority

K. GRAPHICS CHAIR

- 1. Under direct supervision of the Secretary
- 2. Provide maximum publicity of events through available resources as deemed necessary by the Executive Council.
- 3. Actively seek opportunities to promote and publicize the fraternity's goals, among on-campus and off-campus organizations, facilities, and establishments.

4. Create designs for fraternity flyers, T-shirts, etc.
5. Report directly to the Secretary
6. Perform tasks and other duties as assigned by higher authority

L. HISTORIAN

1. Under direct supervision of the Secretary
2. Maintain Chapter library
3. Maintain Chapter Scrapbook.
4. Maintain Chapter History and other historical documentation
5. Report directly to the Secretary
6. Perform tasks and other duties as assigned by higher authority

M. ALUMNI DIRECTOR

1. Under direct supervision of the Secretary
2. Responsible for maintaining contact with and sending information to Alumni of Alpha Chapter with aid of the Executive Council.
3. Report directly to the Secretary
4. Perform tasks and other duties as assigned by higher authority

N. WEBMASTER

1. Under direct supervision of the Secretary
2. Responsible for maintenance of the website
3. Reports to the Secretary
4. Works closely with the Graphics Chair
5. Perform tasks and other duties as assigned by higher authority

SECTION 6. SENTINEL

- A. Under direct supervision of the President
- B. Advise and assist the President in matters pertaining to members not holding officer positions.
- C. Responsible for accurate attendance of members.
- D. Responsible for maintaining adherence to the principles of the Fraternity through exemplary behaviors of the Fraternity's cardinal principles of Integrity, Perseverance, and Brotherhood.
- E. Coordinates all initiate activities.
- F. Maintain list of status of each member.

ARTICLE VI. CHAPTER BOARDS AND COMMITTEES

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SECTION 1. CABINET COMMITTEES

All members not holding a position shall be placed into one of the three Cabinet Committees: The Event Staff, the Financial Staff, or the Administrative Staff. Officers from each of these three Staffs may request assistance from members placed in their respective committees. Members may request to be put in a certain committee, but will be assigned by the Executive Council as to their placement.

SECTION 2. SPECIAL COMMITTEES

If any officer feels a task would be completed more efficiently by way of committee, he may request to the Executive Council that a special committee be formed to complete the task at hand. If approved, the petitioning officer will head the committee, and must recruit members to join his committee. The committee will expire upon completion of the task.

ARTICLE VII. MEETINGS

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SECTION 1. EXECUTIVE MEETINGS

The Executive Council shall hold regular weekly meetings to discuss business to be brought up at the weekly general body meetings. These meetings will be conducted according to the President, but should generally cover the following areas: Discern the goals of the fraternity and whether they are being successfully accomplished, review the performance of each officer, and assign or recommend responsibilities or tasks in order to improve the fraternity. A syllabus or outline for the general meeting should be constructed at this time if time permits.

A. REQUIRED ATTENDANCE

Only the members of the Executive Council and select members of the Executive Cabinet are required to attend (i.e., Before Recruitment Week the Recruitment/ Brotherhood Chairs are required to attend these meetings; or before philanthropy events the Philanthropy Chair is required to attend).

B. CHAIR OF THE MEETING

The Chapter President shall preside over these meetings.

C. MINUTES – Minutes to E-board Meetings will be accessible to General Body

SECTION 2. GENERAL BODY MEETINGS

The Chapter shall hold regular business meetings each Monday night during regular sessions on the University of California, San Diego campus and will be conducted according to the Vice-President. The following general format should be followed: 1) Review of past week's events (Weekly Rewind), 2) Spotlight each officer allowing them time to convey to the general body whatever information pertaining to their position seems necessary (Executive Council should go first, with the Executive Cabinet following), 3) Open forum for important topics (i.e., voting, voice concerns) and 4) Reminder of upcoming events.

A. REQUIRED ATTENDANCE

All active members of the Chapter are required to attend.

B. CHAIR OF MEETING

The Chapter Vice-President shall preside over these meetings.

SECTION 3. INITIATE MEETINGS

The initiate class shall hold regular weekly business meetings on the University of California, San Diego campus and will be conducted according to the Initiate Dads. The general format of the meeting should be as follows: 1) Review the past week's events, 2) Convey any information to the initiates deemed necessary (i.e., upcoming events, initiate responsibilities) and 3) Open forum for any questions or concerns that the initiates may have.

A. REQUIRED ATTENDANCE

All members of the Initiate Class are required to attend.

B. CHAIR(S) OF MEETING

The initiate dads are to preside over these meetings.

SECTION 4 QUORUM

At least 2/3 (two-thirds) of the Good Standing, as defined in Article II, Section 1, Part C, Active Chapter shall constitute a quorum to do business. If a quorum is not present, no official business (such as voting) will take place.

SECTION 5. TARDIES/ABSENCES

All members are required to attend general body meetings. The only exceptions are:

1. An Active who has a class whereby the only section available is on Monday nights. Proof of the Active's schedule and the class schedule must be brought before the Sentinel by the 2nd (second) meeting of the quarter.
2. Familial/personal obligations that cannot be rescheduled. The Active must immediately notify the Sentinel or leave a message on the Psi Chi Omega Forum stating his impending absence/tardiness. Absences/tardies without a valid excuse and/or prior notice will be subject to the fining system to be enforced by the Sentinel.
3. An active who has work commitments that are unable to be moved. Actives are highly recommended to not schedule work shifts on Monday night.

**ARTICLE VIII. REQUIRED CHAPTER
FUNCTIONS**

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Article VIII, Section 1A

No part of any Psi Chi Omega functions and activities shall be used to carry on propaganda or to influence legislation. Psi Chi Omega shall not participate or intervene in any political campaign for any public office.

SECTION 1. MEETINGS

Refer to Article VII.

SECTION 2. INITIATE PROGRAM

The following rituals should be carried out in order.

Event 1: Bid Night

Potential initiates are asked to meet with actives so that they can be handed their bids. A formal chance for potential initiates to meet their potential initiate bros as well as all the actives.

Event 2: Initiate Dad Revealing/meeting

A ceremony after Bid Night where initiates who accepted their bids are asked to meet up again to confirm that they have indeed accepted. Initiates perform a trust activity with their initiate dads to strengthen bonds between new initiates and their initiate dads.

Event 3: Big Bro/ Big Sis revealing

A formal gathering where Big Bros are revealed for initiates. This also includes and Big Sis's. Afterwards, dinner at TGIF's to commemorate new Bigs.

Event 4: Required Informational Meeting

A required meeting for initiates where actives will review the hazing laws and answer any questions initiates have about hazing. Furthermore, a guest speaker will come to talk to the initiates about such topics.

Event 4: Sports Day Brotherhood and Barbeque

Basketball/Football/Softball sports brotherhood day where initiates and actives are encouraged to play sports on same teams so initiates and actives can get to know each other better. Food and drinks provided.

Event 5: Initiate/Active Social

Social differs from quarter to quarter, initiates and actives have one required social where initiates and actives go to so they can get to know each other.

Event 6: Round 1 of Big Brother interviews

Interview 1 active from the house to get to know him better. Actives will be required to interview initiates also.

Event 7: Round 2 of Big Brother interviews

Interview 1 active from the house to get to know him better. Actives will be required to interview initiates also.

Event 8: Round 3 of Big Brother interviews

Interview 1 active from the house to get to know him better. Actives will be required to interview initiates also.

Event 9: Philanthropy Event

One philanthropy event is planned every quarter, the initiates as well as actives are encouraged to participate.

Event 10: Study Hours

Initiates are required to maintain a log of their study hours. A minimum of 10 study hours a week is required to continue initiate ship.

Event 11: Written Test

Quiz on chapter history and knowledge about chapter colors/date of establishment/ etc.

Event 12: Initiate Interviews

Initiates are interviewed one last time before actives vote on whether to allow them to enter into the brotherhood. Initiates that do get voted in will be initiated in a formal installation ceremony.

SECTION 3. RECRUITMENT

A. FREQUENCY

Recruitment shall be held at least twice (2) during the school year at UCSD - once during Fall Quarter, and the second time as decided by the House. Recruitment Week should be scheduled within the first two weeks of the quarter.

B. EVENTS

The traditional format for recruitment events includes the following (in order): 1) Pizza/Information Nite, 2) Bowling Nite, 3) Pool Nite, 4) BBQ and Bonfire, 5) Sports Day, 6) Dinner/Party (optional), 7) Post-Recruitment Invite, 8) Interviews. This is only a general format with new ideas for events welcome.

SECTION 4. PHILANTHROPY EVENTS

A. BLOOD BANK

The blood bank philanthropy should be held at least twice every school year. It should be scheduled in accordance with the existence of initiate classes (fall and spring quarters).

B. ANNUAL HALLOWEEN "TRICK OR TREAT" CAN FOOD DRIVE

With the ladies of Kappa Zeta Phi on October 31.

C. RELAY FOR LIFE OF UC SAN DIEGO

Volunteer activity aiding in setup, cleanup, and logistics

D. OTHER EVENTS

The philanthropy chair should schedule no less than two (2) philanthropic events per quarter.

SECTION 5. EXCHANGES/SOCIALS

It is the duty of the social director to schedule exchanges with sororities. No more than four (4) exchanges should be scheduled per quarter. Socials should be planned according to the house events.

SECTION 6. TARDINESS/ABSENCES

Unexcused tardiness to or absence from mandatory fraternity events shall be handled according to ARTICLE XI., SECTION II.

SECTION 7. PSI CHI OMEGA FORUM

All fraternity events shall be posted on the Psi Chi Omega Forum. Only members of Psi Chi Omega are allowed access to the Forum.

ARTICLE IX. OTHER CHAPTER FUCTIONS

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SECTION 1. FOUNDERS' DAY FORMAL/ BROTHERHOOD RETREAT

The annual Founders' Day Formal should be held on the weekend closest to January 24th.

OR

There shall be a brotherhood retreat on the weekend closest to January 24th

SECTION 2. EMERALD BANQUET

The annual Emerald Banquet is held near the end of the school year.

ARTICLE X. RISK MANAGEMENT

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SECTION 1. ALCOHOL AND ILLEGAL DRUGS

Illegal drugs shall not be stored, served, or consumed on Psi Chi Omega premises or at any Psi Chi Omega sponsored event.

SECTION 2. HAZING AND DEMEANING ACTIVITIES

Unkind, undignified, humiliating activities shall not be practiced. Hazing activities shall not be performed or promoted by any Active, Alumnus, or Initiate of Psi Chi Omega. Any member found practicing these activities shall incur serious disciplinary action as deemed appropriate by the National Headquarters.

The UCSD Student Conduct Code, 22.16.10.24, defines harassment as the use, display, or other demonstration of words, gestures, imagery, or physical materials, or the engagement in any form of bodily conduct, on the basis of race, color, national or ethnic origin, alienage, sex, religion, age, sexual orientation, or physical or mental disability, that has the effect of creating a hostile and intimidating environment sufficiently severe or pervasive to substantially impair a reasonable person's participation in University programs or activities, or use of University facilities; section 22.16.10.25 goes on to state that "Participation in hazing or any method of initiation or pre-initiation into a registered Student or campus organization or other activity engaged in by such organization or members of such organization at any time that causes, or is likely to cause, physical injury or personal degradation or disgrace resulting in psychological harm to any Student or other person."

Psi Chi Omega at UCSD is a registered student organization at University of California, San Diego, but not part of the University itself. Psi Chi Omega at UCSD understands that the University does not assume legal liability for the actions of the organization.

SECTION 3. FIGHTING

All fighting and violent behavior is not permissible. Such situations should be avoided at all costs. If a fight does occur, a full-report must be provided to the National Headquarters, at which time an investigation concerning the incident will take place.

SECTION 4. DAMAGES

Members are responsible for the care of all property present during fraternity events and may be required to make proper compensation for damage due to negligence.

SECTION 5. EMERGENCY PROCEDURES

In the event of an emergency, the Chapter President, or the highest ranking officer present, is in charge.

SECTION 6. IN CASE OF INTERACTION WITH MINORS AND/OR THE ELDERLY

Psi 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). [Name of the organization] 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/social 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 7. IN CASE OF THE PROVISION OF MEDICAL ASSISTANCE

In the event that Psi Chi Omega at UCSD provides medical assistance to a community, all volunteers will work under the direction of licensed professionals (doctors, nurses, counselors, etc.). The University does not recommend that students provide medical assistance.

SECTION 8. IN CASE OF INTERNATIONAL TRAVEL

Psi Chi Omega at UCSD recognizes that the University generally recommends against all international travel by Student Organizations due to the myriad of risks travelers face in foreign countries. Student organizations are discouraged from traveling to foreign countries due to the wide variety of risks involved with foreign travel, and the extensive planning efforts required by the Student Organization's Members to manage those risks. Security risks and health care services vary widely from one country to another, so thorough research on those topics is especially important.

SECTION 9. IN CASE OF HANDLING OF HAZARDOUS CHEMICALS, MATERIAL, EQUIPMENT, AND/OR MACHINERY

Psi Chi Omega at UCSD recognizes that all student organization activities must be conducted safely, in accordance with all applicable federal, state and local laws. Additionally, Psi Chi Omega at UCSD will abide by UC San Diego requirements for students in labs, including policies for minors in UC laboratories, and ensure members receive safety training regarding the use of chemicals and/or machinery before entering the lab. Members must follow any best practices and lab safety protocols for the use of such chemicals, research equipment or machinery, including the appropriate use of Personal Protective Equipment, and should work under close supervision of those trained in the handling of chemicals/use of research equipment or machinery.

ARTICLE XI. FINANCES

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SECTION 1. FISCAL YEAR

The fiscal year shall begin on the first day of the University's Spring Quarter and end on the final day of the following year's Winter Quarter.

SECTION 2. BUDGET

A budget is to be made quarterly by the Controller according to events and approved by the Executive Council. Financial budgeting matters may be changed as necessary by the Controller, then brought to the Chapter members for final approval and necessary changes.

- A. NON PROFIT All funds collected by Psi Chi Omega through active dues, fundraisers and any other means shall be used to help pursue the goals of Psi Chi Omega. No surplus shall exist to be redistributed to members, all funds shall be used to provide programs and services that are of self-benefit to the Organization. Psi Chi Omega is a non-profit student organization.

SECTION 3. CHECKS

All Psi Chi Omega checks shall be issued and signed by the Chapter Controller or President only.

SECTION 4. ACTIVE FEES AND DUES

The regular fee for an active member shall be decided upon the Controller according to events held the following quarter and voted by the Executive Council. Additional fees may occur if deemed necessary by the Controller (with approval from the general body - i.e., t-shirts, Founders' Day, etc.).

- A. DUE DATES OF FEES The due dates for regular fees will be determined by the Controller of the fraternity during the first two meetings of the quarter. Additional fees will be given due dates by the Controller as necessary.
- B. DELINQUENT ACCOUNTS If an active's balance exceeds \$70 at the end of any given quarter, that active must pay the difference exceeding \$70 by the end of fifth week during the following quarter. Failure to do so will result in temporary suspension from the fraternity. The member under suspension will not be allowed to attend any fraternity funded events.
- C. RETURNED CHECKS Any member who has a check returned from the bank will pay the bank fees plus an additional \$10 (ten dollars) fee.
- D. EARNINGS No part of the net earnings of Psi Chi Omega shall insure to the benefit or be distributed to said members, officers, or trustees of the organization.

- E. **DISSOLUTION** If upon dissolution of Psi Chi Omega any and all assets shall be distributed back to the City of San Diego, City Hall to serve a public purpose. Any assets not disposed of to the City of San Diego, City Hall so be disposed of by the Court of Common Pleas of San Diego County.

SECTION 5. NATIONAL DUES AND FEES

\$5.00 (five dollars) of every actives' fees for a quarter will be sent to National Headquarters for payment of the Chapter's National Dues. Payment must be made by the end of the current quarter.

SECTION 6. INITIATE FEES

Standard initiate fees are \$125.00 (one-hundred twenty-five dollars) for the length of the initiate period. However, initiate fees may be adjusted by the Chapter Controller if financial need is apparent. If a initiate class is activated during the middle of a quarter, they will be responsible to pay active fees based upon a pro-rated scale (how many weeks are left in the quarter).

SECTION 7. FINES

Fines shall be assessed by the Controller according to a point system to be regulated by the Sentinel. Each fraternity event is given a point value based upon its importance. At the end of the quarter the total points possible shall be added up. Members not accumulating 80% (eighty percent) of the total possible points will be assessed a \$20.00 (twenty dollar) base fine. For each 10% (ten percent) more that the active falls under the required mark, an additional \$10.00 (ten dollars) will be assessed (i.e., 79% attendance rate requires a \$30.00 fine).

A. POINT VALUES OF EVENTS

The following point values have been assessed according to Psi Chi Omega's belief in the importance of attendance at each event.

Exchanges/Socials	5 pts
General Body Meeting	10 pts
Brotherhood Event	10 pts
Recruitment Events	10 pts
Philanthropy	15 pts
Initiate Events	15 pts
Founders' Day Formal (all or none)	25 pts

B. TARDINESS

Unexcused tardiness to a fraternity event will result in a point deduction, with the amount of the deduction determined by the length of tardiness. It is to the discretion of the Sentinel as to how large the deduction will be. An excused tardiness is obtained by informing the Sentinel before the starting time of an event. No penalty will be given for an excused tardiness as long as the active comes to the event by the time which they indicated to the Sentinel.

C. ABSENCES

An unexcused absence to a fraternity event will result in the active receiving no points for that event. An excused absence, obtained through the same procedure as an excused tardiness, will credit the active with half the point value of the event which he has missed.

D. EXTRACURRICULAR ACTIVITIES

Actives can obtain extra points by attending events designated as extracurricular by the fraternity. The amount of bonus points to be given for attending such events will be decided upon by the Sentinel.

SECTION 9. DAMAGES

Members are responsible for the care of all property present during fraternity events and may be required to make the proper compensation for damage due to negligence.

SECTION 10. ASSESSMENT

If the Chapter is in debt at the end of the school year, then that total amount must be provided for by the beginning of the following school year. The Chapter must accomplish adequate fundraising during this time, or the total amount will be divided by the number of Chapter members, and each member will be assessed.

ARTICLE XII. SCHOLARSHIP

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SECTION 1. G.P.A REQUIREMENT

Actives must achieve a minimum G.P.A. of 2.00 every quarter. If an active fails to obtain a 2.00 for a given quarter, he will be placed on academic probation by the fraternity. Actives must turn in an unofficial copy of their grades for the previous quarter within the first two weeks of the current quarter.

SECTION 2. STUDY PROGRAMS

A minimum of 2 (two) nights during each school week will be designated for study hours. Each study period should last a minimum of 3 (three) hours. During the general body meeting, the scholarship chair will designate 2 (two) actives to attend each of the study hours for that week. Initiates and members who are on academic probation must attend at least one of these study hours each week. The place for the study hours shall be held at one of the University libraries, and will be designated by the scholarship chair.

SECTION 3. EXAM ARCHIVES

The Scholarship Chair shall store and update the fraternity archives. An updated inventory should be taken once every term. An active wishing to check-out material from the archives must obtain permission from the Scholarship Chair. All material must be returned by a due date to be assigned by the Scholarship Chair. Failure to return material on time will result in a fine to be determined by the Controller.

ARTICLE III. RECRUITMENT BID/INITIATE PERIOD VOTING REQUIREMENTS

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SECTION 1. LEGACIES

A legacy shall be a brother, son, grandson, or great-grandson of a Psi Chi Omega Brother. Legacies shall be extended every consideration, and are placed automatically on the top of the Bid list.

SECTION 2. BID SELECTION

Refer to the Psi Chi Omega Ritual Procedure Handbook

rSECTION 3. BLACK BALL DURING THE INITIATE PERIOD

A. FREQUENCY OF VOTINGS

Voting for black balls will be held three times during the initiate period. These voting periods will occur at the general body meeting following any initiate event.

B. VOTING PROCEDURES

Refer to the Psi Chi Omega Constitution.

ARTICLE XIV. AMENDMENTS

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SECTION 1. REVIEW AND AMENDMENTS

These Bylaws shall be reviewed annually by the Executive Council as part of the annual Bylaw revision process. Review should take place over the summer.

SECTION 2. PROCEDURE

Amendments to these Bylaws will be proposed during the annual Bylaw revision process and brought before the Brotherhood for approval. An amendment may be adopted by a 2/3 (two-thirds) vote of the Chapter members. Revised Bylaws shall not go into effect until an approved copy is reviewed and signed.

ARTICLE XV. DISTRIBUTION OF BYLAWS

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One copy of these Bylaws shall be distributed to each Active.