

# **CHI SIGMA ALPHA EPSILON PI UCSD**

## **CONSTITUTION & BYLAWS**

### **Mission Statement**

The Chi Sigma Chapter of the Alpha Epsilon Pi Fraternity is solemnly dedicated to encouraging the Jewish student to remain dedicated to Jewish ideals, values, and ethics, and to prepare the student so that he may help himself, his family, his community, and his people.

**2016 Passed 9/25/16** David Moll  
Sam Shapiro

**2019 Passed 10/23/19** Jackson Lipschutz

**CONSTITUTION  
CHI SIGMA CHAPTER  
Alpha Epsilon Pi Fraternity  
UC San Diego**

**ARTICLE I**

## **Organization**

**Section 1:** The name of this organization is the Chi Sigma Chapter of the Alpha Epsilon Pi Fraternity.

**Section 2:** The Chi Sigma Chapter of the Alpha Epsilon Pi Fraternity is a non-profit student organization. It is a registered student organization at UC San Diego, but not part of the University itself, and understands that the University does not assume legal liability for the actions of the organization

## **ARTICLE II Constitutional Organization**

**Section 1:** This document shall be known as the Constitution of the Chi Sigma Chapter of the Alpha Epsilon Pi Fraternity.

**Section 2:** The Chapter Bylaws are to be in complement with this Constitution

**Section 3:** Both the Constitution and Bylaws are subject to the Supreme Constitution of the Alpha Epsilon Pi Fraternity

## **ARTICLE III Official Membership**

**Section 1:** Classes of Official Membership

There are four classifications of official membership, Pledge, Brother, Alumnus, and Honorary

**Section 2:** Membership Requirements of a Pledge

To become a Pledge Member, a candidate shall:

- A. Be a male student in regular attendance and in good standing at UC San Diego, pursuing a course leading to a degree or its equivalent,
- B. Be eligible for Chapter membership, as provided under the Supreme Constitution.
- C. Be extended an invitation to join the Chapter in the name of the Brother Master or designate of the Brother Master
  - a. All decisions to extend an invitation must be approved by the Rush Chair

**Section 3:** Removing a Pledge

A Pledge Member can be removed from the Chapter by:

- A. A majority vote of the Chapter
- B. The Pledge Master and Brother Master, in conjunction

**Section 4:** Membership Requirements of a Brother

A Brother shall:

- A. Be any male student in regular attendance and in good standing at UC San Diego, pursuing a course leading to a degree or its equivalent,
- B. Be eligible for Chapter membership, as provided under the Supreme Constitution.
- C. Be initiated in accordance with the Supreme Constitution in the name of the Brother Master or designate of the Brother Master

**Section 5: Removing a Brother**

- A. Any vote to remove a Brother from the chapter must be presented to a meeting of Brothers in good standing that reaches quorum, by the Brother-at-large, with thoroughly investigated reasoning
- B. Following the presentation of a motion to remove a Brother from the chapter at meeting, the Presiding Officer will begin a motion to vote, and 3/4 of Brothers in good standing present must vote in favor in order to pass the motion.

**Section 5B: Removing a Pledge**

- A. At a meeting of the Chapter that has quorum, 3/4 of Brothers in Good Standing present may decide to remove a pledge from the pledge program by formal vote

**Section 6: Membership of Alumni**

An Alumnus must have graduated from the Chapter with no outstanding debts and shall retain all privileges afforded to him by the Brother Master

**Section 7: Membership of an Honorary Brother**

An Honorary Brother shall be initiated by the Brother Master or his designate after a 3/4 vote of the Chapter and shall retain all privileges afforded to him by the Brother Master

## **ARTICLE IV**

### **Amending the Constitution**

**Section 1: Right to Introduce Amendments**

Any member of the Chapter may introduce an amendment to the Constitution, at a meeting which reaches quorum, with a second from any member of the Chapter

**Section 2: Procedure for Proposing Amendments**

After the meeting in which an amendment is introduced, the Chapter shall hear one additional reading of the amendment at a later meeting and may vote on the amendment in that meeting or any following meeting within 4 academic weeks of the initial introduction

**Section 3: Adoption**

An amendment that receives the affirmative vote of at least 3/4 of the Brothers of the Chapter in good standing is adopted as part of this Constitution

## **BYLAWS**

### **CHI SIGMA CHAPTER**

#### **Alpha Epsilon Pi Fraternity**

#### **UC San Diego**

## **ARTICLE I**

### **Standing of Brothers**

**Section 1:** There are three classes of Brothers: Brothers in Good Standing, Inactive Brothers, and Brothers in Bad Standing

**Section 2:** Brothers become Brothers in Bad Standing if they violate any part of this Constitution and Bylaws or are deemed so by the thorough process of the Judicial Board.

**Section 3:** A Brother can have his status removed as a Brother in Bad Standing by the Executive Board

**Section 4:** The uniform requirements to become a Brother in Good Standing or Inactive member, including dues, will be decided by the Executive Board

**Section 5:** The uniform privileges of Brothers in Good Standing and Inactive members will be decided by the Executive Board

**Section 6:** The privileges of a Brother in Bad Standing will be decided by the Executive Board

**Section 7:** Any Brother who is more than two weeks late on a billed payment (not including dues) is automatically considered a Brother in Bad Standing

## **ARTICLE II**

### **Elections**

**Section 1:** General Elections shall take place during Fall Quarter, as determined by the Brother Master

**Section 2:** The highest ranking officer, as stated in Section 3, not running for a position shall serve as the Presiding Officer for elections. In accepting the role of Presiding Officer, he forfeits his right to run for a position.

**Section 3:** The order of General Elections shall be as follows:

- A) Brother Master
- B) Lieutenant Master
- C) Exchequer
- D) Pledge Master
- E) Rush Chairman
- F) Social Chair
- G) Scribe
- H) Brother-At-Large
- I) Sentinel

**Section 4:** General Election proceedings for each position shall be as follows: A. The Presiding Officer shall call for nominations for the position in question a. If only one nomination is accepted, the candidate automatically wins the position B. Each candidate shall give a speech, and the length of speeches for each position shall be determined by the Presiding Officer C. Speeches shall be given in the order that nominations were accepted D. Other candidates shall not be present in the room for other speeches, questions, or

additional discussion

E. Each candidate shall be given a chance to answer questions

F. The number of questions and length of answers for each position shall be determined by the Presiding Officer

a. All candidates for a given position shall be asked the same questions G. All nominees shall leave the room, and the Chapter shall discuss the candidacies of the nominees

H. The Presiding Officer shall call for a vote

I. The winning candidate shall need a majority vote to win

a. In the case a majority is not reached on the first ballot, the candidate(s) receiving the lowest number of votes shall be dropped from consideration and voting shall continue until a majority is reached or one candidate remains

**Section 5:** To be eligible for the first round of nominations, a candidate shall be a Brother in Good Standing, with the exception of nominees for Brother Master, who shall have been members of the Chi Sigma Chapter for at least two full academic quarters, not including the quarter of initiation

**Section 6:** In the case of a Special Election to fill an open position, the Brother Master has the ability to set the date and time, and all other General Election procedures must be followed

### **ARTICLE III**

#### **Powers of the Executive Board**

**Section 1:** The Executive Board is responsible for making decisions that affect the daily disposition of the Chapter.

**Section 2:** Powers of the Executive Board include but are not limited to:

- A. Levying fines
- B. Disciplinary measures affecting the standing of individual Brothers
- C. Approving spending outside of the approved budget
- D. Creation and removal of Special Committees
- E. Any other powers afforded to it by this Constitution and Bylaws

**Section 3:** All decisions of the Executive Board require the approval of at least 5 members

### **ARTICLE IV**

#### **Duties of Executive Board Members**

**Section 1:** Members of the Executive Board must forfeit their position if they become a Brother in Bad Standing for more than one week

**Section 2:** Members of the Executive Board shall perform all duties assigned to them by the Brother Master and this Constitution and Bylaws

**Section 3:** Members of the Executive Board shall attend regular Executive Board Meetings

### **ARTICLE V**

#### **Executive Board Positions**

**Section 1:** The Brother Master shall:

- A) Be the Presiding Officer at all meetings and have the power to enforce Robert's Rules at any time
- B) Be the primary representative for the chapter at all IFC Presidents Council Meetings
- C) Be the Chairman of the Executive Board
- D) Serve as the chief point of contact with Nationals
- E) Create and enforce disciplinary measures in times of immediate concern to the chapter
- F) Appoint eligible brothers to temporarily fill Executive Board vacancies for no longer than three academic weeks
- G) Ensure that Judicial Board decisions are abided by
- H) Make all decisions that require immediate attention and cannot possibly be made by the requisite voting body in a timely manner
- I) Carry out all other duties designated to him by this Constitution and Bylaws

**Section 2:** The Lieutenant Master shall:

- A) Assist the Brother Master in the conducting of the Chapter's business
- B) Perform the functions and the duties of the Brother Master in his absence
- C) Assume the position of Brother Master if the position is permanently vacated
- D) Create all Minor Board positions and select candidates to fill each position through the distribution and review of a thorough application process
- E) Preside over Minor Board and gather reports from each position before every meeting of the Chapter
- F) Serve as an ex-officio member to all committees
- G) Organize the Chapter calendar and make the calendar publicly available to all Brothers in Good Standing

**Section 3:** The Rush Chair shall:

- A) Coordinate, plan and execute all events relating to recruitment
- B) Select the Rush Committee and serve as Chairman
- C) Extend invitations to rushees to enter into the Pledge Program with the advice of the Rush Committee

**Section 4:** The Sentinel shall:

- A) Be in charge of Risk Management
- B) Be the guardian of entrance at all regular and special meetings
- C) Be the custodian of all ceremonial items
- D) Assist the Brother Master in maintaining decorum at all meetings
- E) Be present and sober at all social events hosted by the chapter, or designate a sober and present substitute from the Executive Board
- F) Shall designate two (2) additional sober brothers for all social events hosted by the chapter, who will attend at least half the event. One of these two brothers will be a member of Executive Board

**Section 5:** The Brother-at-Large shall

- A) Act on behalf of the brothers on all matters before the Executive Board
- B) Make efforts to assess and improve the morale of the Chapter
- C) Act as a mediator in disputes between Brothers

D)Coordinate, plan and execute Brotherhood events to improve the morale of the chapter

**Section 6:** The Exchequer shall:

A)Receive all money payable to the Chapter

B)Make all payments of under \$300 on behalf the Chapter

C)Make all payments of over \$300 on behalf of the Chapter, with the approval of the Brother Master

D)Accurately account for all payments paid and received

E)Prepare a quarterly budget to be approved by the Executive Board at the beginning of the quarter

F)Prepare a budget overview for the Chapter during each academic quarter G)Assess fines and other accrued damages from past quarters to the following quarter's dues of members who were active in the quarter in which the fines/damages were incurred

**Section 7:** The Scribe shall:

A)Record and keep accurate records of the minutes for all regular and special Chapter meetings

B)Compile REACH points on behalf of the Chapter

C)Submit applications for all Chapter awards

D)Book meeting spaces for the Chapter as necessary

E)Track attendance at events

F)Shall serve as temporary Brother Master in the event that both the Brother Master and Lieutenant Master are otherwise disposed

**Section 8:** The Pledge Master shall:

A)Design and oversee the pledge program

B)Select the Pledge Committee and serve as Chairman

C)Coordinate, plan and execute weekly educational events as part of the pledge program to ensure pledges gain the required knowledge and skills to be Brothers in Good Standing D)Have the authority to remove any pledge from the pledge program under reasonable grounds of gross misconduct with the advice and consent of the Brother Master

E)Have the authority to remove any pledge from the pledge program under reasonable grounds with the advice and consent of the Executive Board

**Section 9:** The Social Chair shall:

A)Plan and execute exchanges with other Greek organizations

B)Organize and monitor setup, cleanup, and any other necessary social event shifts

C)Plan and execute any other social events

D)Coordinate with the social chairs of other Greek organizations to help match brothers up with dates for formals

E)Coordinate, plan and execute social events to promote strong relations with other Greek organizations on the UC San Diego campus

## **ARTICLE VI**

### **Judicial Board**

**Section 1:** The Judicial Board shall address and administer appropriate disciplinary measures stemming from complaints of violations of this Constitution and Bylaws filed by the Brother-At-Large or the Judicial Board chair on behalf of the Chapter, the Executive Board, or

an Individual Brother

**Section 2:** The Judicial Board shall comprise of five voting members. One member shall be chosen by the Executive Board, and the other four members shall be elected from each of the academic classes. Elections shall follow the General Election proceedings, with the voting membership consisting of the Brothers of the academic class in question.

**Section 3:** Representatives may not be members of the Executive Board, and must serve a full elected term

**Section 4:** The Judicial Board chair shall be selected by the members of the Judicial Board. If no consensus can be reached, the most senior brother becomes Judicial Board chair

**Section 5:** The Judicial Board shall make no decisions without written or oral statements from as many involved parties as possible

**Section 6:** All Judicial Board decisions must be approved by a vote of at least three Judicial Board members

**Section 7:** Judicial Board decisions must be submitted in writing to the Brother Master

**Section 8:** Judicial Board complaints and decisions may only be made available to the Chapter with the consent of the Judicial Board chair and the Brother Master, or the brother appealing.

**Section 9:** Judicial Board decisions can be appealed to the Executive Board and require a 3/4 vote to overturn at the next meeting of the Executive Board. If that fails, the Brother in question can pursue a 3/4 vote of the Chapter to amend or overturn. Decisions involving Executive Board members can only be appealed to the Chapter

**Section 10:** If a Judicial Board position becomes vacant, the Chapter shall elect a new member from any Pledge Class not currently represented on the Judicial Board.

**Section 11:** The Brother-at-Large shall serve as the sixth, non-voting member of the Judicial Board

## **ARTICLE VII**

### **Impeachment of Elected Positions**

**Section 1:** A Brother who holds an elected position may only be removed from office through impeachment proceedings if found guilty of violating the laws and guidelines or the spirit thereof of this Constitution and its Bylaws.

**Section 2:** The impeachment process shall begin with a petition signed by 1/5 of the active brothers, submitted to either the Judicial Board chair or the Brother-At-Large, depending on the elected official in question

**Section 3:** If a member of the Executive Board has been recommended for impeachment, the Judicial Board shall review the case. If a member of the Judicial Board has been recommended for impeachment, the Executive Board shall review the case.



**Section 4:** If the body reviewing the case decided by a majority vote that the case warrants a formal impeachment trial, a trial shall be scheduled for the next Chapter meeting

**Section 5:** The Brother Master shall preside over the impeachment proceedings, unless he himself is the subject of such a meeting. In such a case, the Lieutenant Master is to serve as acting Brother Master until such a time that the impeachment proceedings are complete.

**Section 6:** An impeachment trial can also be started by a petition signed by a majority of the chapter, and must be held at least 1 week after the petition is submitted.

**Section 7:** The author of the impeachment petition is to act as prosecutor in the proceedings, and the impeached defendant may either defend himself or pick another Brother to act in his defense.

**Section 8:** Each argument shall be presented, beginning with the prosecution and ending with the defense. Arguments shall be comprised of, but not limited to, an opening statement, questions of the defendant, and a closing statement. During the course of the proceedings, the Brothers present at such proceedings may pose questions to the defendant through written medium, to be read by the Brother Master.

**Section 9:** After the closing statements of the defense, the Brother Master shall call for a closed vote of the Chapter, regarding the question of whether the defendant has committed an impeachable offense. A 3/4ths vote of the Chapter is required to remove a Brother from an elected position.

**Section 10:** Upon removal of the Brother in question from office, the Brother Master shall temporarily appoint any Brother to that office, until an election can be held, within a maximum of 4 academic weeks. If the Brother Master himself is removed, the Lieutenant Master shall assume the position of Brother Master and appoint Brothers to fill the appropriate vacancies.

## **ARTICLE VIII**

### **Meetings**

**Section 1:** A majority of the Brothers in Good Standing of the Chapter shall constitute a quorum.

**Section 2:** All formal votes of the Chapter require quorum

A) Brothers must be present for the beginning of discussion of the issue being voted upon during the meeting in which votes are cast in order to be eligible to vote

B) Voting by proxy is forbidden

C) Only Brothers in Good Standing may vote

D) All votes are tallied as a fraction of the voting members present

**Section 3:** Regular Meetings shall be held weekly during the academic year, unless determined otherwise by the Brother Master, and a minimum of five (5) weekly meetings of the Chapter must be held each quarter, aside from extenuating circumstances

**Section 4:** Special Meetings shall be called by the Brother Master or with a petition, signed by

20% of the active brothers of the Chapter in good standing, setting forth a written reason for the necessity of the meeting. Special Meetings must reach quorum in order to enter into any formal vote

**Section 5:** The Brother Master shall approve all meeting guests. The Brother Master shall notify the Sentinel of all guests and their estimated time of entrance to the meeting

**Section 6:** Robert's Rules will be automatically enforced with a motion and a second, and under Robert's Rules, sidetalk or speech out of turn may warrant removal from meeting by the Brother Master

## **ARTICLE IX**

### **Chapter Sanctity**

**Section 1:** Violation of the Fraternity Oath, Fraternal Ritual, or this Constitution and Bylaws are grounds for disciplinary action

**Section 2:** Violations of the UC San Diego Student Code of Conduct or any other applicable laws that threaten the Chapter or any individual shall be grounds for disciplinary action

## **ARTICLE X**

### **Suspension of the Bylaws**

The Bylaws may be proposed to be temporarily suspended for a set period of time, lasting no longer than one (1) week, by a motion and a second during a meeting of the Chapter with quorum. Following this motion, a vote of 3/4 of Brothers in Good Standing present is needed in order to suspend.

## **ARTICLE XI**

### **Amending the Bylaws**

## **ARTICLE XII**

### **National Hazing Policy**

Members, New Members, Alumni, and guests must not permit, encourage, coerce, glorify, or participate in the hazing or abuse of members, new members, potential members, or guests.

The term "hazing" means any intentional, knowing, or reckless act committed by a person, whether individually or in concert with other persons, against any individual or group of individuals, regardless of affiliation, whether or not committed on Alpha Epsilon Pi/chapter property, for the purpose of recruiting, joining, new member education, initiating, admitting, affiliating, or for the purpose of retaining membership in an organization that causes an individual or group of individuals to do any of the following, regardless of a person's willingness to participate:

Be coerced to violate federal, state, provincial, local law, or Alpha Epsilon Pi policy.

Be coerced to consume any food, liquid, alcoholic liquid, drug, or other substance in any non-customary manner which subjects the individual or group of individuals to a substantial risk of emotional or physical harm which includes but not limited to sickness, vomiting, intoxication, or unconsciousness.

Endure brutality of a physical nature, including but not limited to whipping, beating, paddling, branding, dangerous physical activity, or exposure to elements or endure threats of such conduct that results in mental or physical harm.

Endure brutality of a mental nature, including but not limited to activity adversely affecting the mental health or dignity of the individual, sleep deprivation, exclusion from social contact or conduct that could result in extreme embarrassment or endure threats of such conduct that results in mental or physical harm.

Endure any other activity which adversely affects the health and safety of an individual, including but not limited to the disruption of academic performance or class attendance, required designated driving programs, line ups, calisthenics, or personal, physical, or financial servitude.

If you ever suspect you or someone else may have been hazed or harassed, you can report it by emailing [office@aeppi.org](mailto:office@aeppi.org) or by calling 317-876-1913.

### **Section 1: Right to Introduce Amendments**

Any member of Chapter may introduce an amendment to the Bylaws with a second from any member of the Chapter

### **Section 2: Procedure for Proposing Amendments**

After the meeting in which an amendment is introduced, the Chapter shall hear one additional reading of the amendment at a later meeting and may vote on the amendment in that meeting or any following meeting within 4 academic weeks of the initial introduction

### **Section 3: Adoption**

An amendment that receives the affirmative vote of at least 2/3 of Brothers in Good Standing of the Chapter, at a Chapter meeting with quorum, is adopted as part of the Bylaws

Amendments Log

9/25/16

Brother-At-Large is a non-voting member of JBoard

1/29/17

Fines and damages may be assessed as a part of next quarter's dues Inactives do not pay fines incurred the quarter they are inactive

2/27/17

Social Chair added to EBoard

10/22/17

Added nonprofit liability to statement to Constitution