

ALPHA EPSILON PI, CHI SIGMA CHAPTER AT UC SAN DIEGO

CONSTITUTION & BYLAWS — 2025–2026 ACADEMIC YEAR

NOTE: All required UC San Diego/CSI language from the 2025–26 template has been included verbatim where mandated. Chapter-specific content is adapted from the Chi Sigma Constitution & Bylaws.

ARTICLE I. NAME OF ORGANIZATION

The organization shall be called **Alpha Epsilon Pi, Chi Sigma Chapter at UC San Diego**.

(Per CSI format requirement: “[Name of the Organization] at UC San Diego”)

ARTICLE II. STATEMENT OF PURPOSE

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.

ARTICLE III. NONPROFIT STATEMENT

Alpha Epsilon Pi, Chi Sigma Chapter at UC San Diego is a non-profit student organization.

ARTICLE IV. REQUIREMENTS FOR MEMBERSHIP

Section 1. Openness & Eligibility

Membership in a Registered Student Organization shall be open to any student, consistent with the **UC Nondiscrimination Policy**, with the exception that membership in an officially recognized fraternity may be limited by gender. Membership in Alpha Epsilon Pi, Chi Sigma Chapter at UC San Diego is limited to **male** UC San Diego students, consistent with UC policy.

Section 2. Classes of Membership

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

Section 3. Pledge Membership

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 degree;
- B. Be eligible for Chapter membership as provided under the **Supreme Constitution** of Alpha Epsilon Pi;
- C. Be extended an invitation to join the Chapter in the name of the **Brother Master** (with advice of the **Rush Chair/Committee**).

Section 4. Brother Membership

A Brother shall:

- A. Be a male UC San Diego student in good standing;
- B. Be eligible for Chapter membership per the Supreme Constitution;
- C. Be duly **initiated** in accordance with the Supreme Constitution.

Section 5. Standing & Dues

- **Brothers in Good Standing:** meet academic/behavioral requirements and **pay dues/assessments** as set by the Executive Board.
- **Inactive Brothers:** status and privileges set by the Executive Board.
- **Brothers in Bad Standing:** may result from violation of governing documents or failure to pay billed payments (any payment more than **two weeks** late).

Section 6. Removal of Members

- **Pledges:** may be removed by a **3/4 vote** of Brothers in Good Standing present at a meeting with quorum; or by the Pledge Master with consent of the Brother Master/Executive Board for reasonable grounds.
- **Brothers:** may be removed by a **3/4 vote** of Brothers in Good Standing present at a meeting with quorum after due process (see Removal Process in Article VI, Section 1).

ARTICLE IV. SECTION 1. HAZING PREVENTION (Required — Verbatim)

Alpha Epsilon Pi is committed to maintaining a safe, inclusive, and respectful environment for all its members and does not condone hazing. Hazing, in any form, is strictly prohibited within the organization in compliance with state and federal law, Regents’ policies and University regulations. Participation in hazing or any intentional, knowing, or reckless act, activity, or method committed by a person (whether individually or in concert with other persons) against another person or persons, including current, former, or prospective students, regardless of the willingness of such other person or persons to participate, that is committed in the course of a preinitiation, an initiation into, an affiliation with, or the maintenance of membership in, an official or unofficial student organization or other student group that i. causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury, including personal degradation or disgrace, and/or ii. the person knew or should have known was likely to cause serious bodily injury. As an organization, we understand that failure to abide by hazing policies and laws will result in referral to the Center for Student Accountability, Growth, and Education (SAGE) for an organizational violation and/or individual violation(s).

ARTICLE V. MEETINGS

Section 1. Types & Frequency

- **Regular Meetings:** held **weekly** during the academic year; minimum of **five (5)** per quarter unless otherwise determined by the Brother Master.
- **Special Meetings:** may be called by the Brother Master or by a petition signed by **20%** of active Brothers in Good Standing stating the written reason.

Section 2. Quorum & Voting

- **Quorum:** a **majority** of Brothers in Good Standing.
- Voting by **proxy is forbidden**; only Brothers in Good Standing may vote.
- Members must be present for the beginning of discussion of any item to be eligible to vote on it.

Section 3. Minutes

The **Scribe** records and maintains minutes and attendance for all regular and special meetings.

Section 4. Rules of Order

Robert's Rules are enforced with a motion and second. Sidetalk or speaking out of turn may warrant removal by the Brother Master.

ARTICLE VI. QUALIFICATIONS FOR HOLDING OFFICE AND METHODS OF SELECTING AND REPLACING OFFICERS

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

Section 1. Executive Board (E-Board) Positions & Duties

- **Brother Master:** presiding officer; chapter representative; chair of E-Board; liaison to nationals; ensures J-Board decisions are enforced; may take immediate action where necessary.
- **Lieutenant Master:** assists Brother Master; presides in absence; creates and oversees Minor Board; organizes and publishes the chapter calendar.
- **Exchequer:** receives all money; pays obligations (<\$300 independently; ≥\$300 with Brother Master approval); prepares quarterly budgets and overviews; tracks fines/damages.
- **Pledge Master:** designs and oversees pledge program; chairs Pledge Committee; may remove a pledge for cause with proper consent.
- **Rush Chair:** plans/executes recruitment; chairs Rush Committee; extends bids with committee advice.
- **Social Chair:** plans/executes social events and exchanges; coordinates setup/cleanup shifts; fosters inter-org relations.
- **Scribe:** records minutes; compiles points/attendance; books spaces; serves as temporary Brother Master if both BM/LM are unavailable.
- **Brother-at-Large:** advocates for brothers; mediates disputes; plans brotherhood events.
- **Sentinel:** risk management; meeting entrance/security; ceremonial custody; remains sober at events and designates two additional sober brothers (one must be an E-Board member).

Section 2. Elections

- **Timing:** Fall Quarter general elections.
- **Order:** Brother Master; Lieutenant Master; Exchequer; Pledge Master; Rush Chair; Social Chair; Scribe; Brother-at-Large; Sentinel.
- **Procedure:** nominations; candidate speeches and Q&A (other candidates absent during each speech/Q&A); discussion; **majority** vote; sequential runoffs if no majority.
- **Eligibility:** candidates must be Brothers in Good Standing; Brother Master candidates must have at least **two full academic quarters** of chapter membership (excluding initiation quarter).
- **Vacancies:** special elections follow general procedures; Brother Master may appoint a temporary officer for up to **three academic weeks** until election.

Section 3. Removal Process (Members & Officers, incl. President)

This section implements CSI due process guidance.

Grounds: violation of University policies; violation of governing documents; failure to perform duties; conduct substantially harmful to the chapter.

Notice: Written notice stating grounds and the date of the hearing/vote.

Hearing: Both sides may present statements, evidence, and witnesses; member/officer may be accompanied by a chapter advocate.

Vote: Following the hearing, a closed vote is held by Brothers in Good Standing.

- **Removal of a Member:** requires **2/3** vote (or **3/4** if escalating to expulsion consistent with J-Board/E-Board findings).

- **Removal of an Officer (incl. Brother Master):** requires **3/4** vote.

Decision: Written notice of outcome provided.

Referral: Allegations of student misconduct are **not investigated internally** and are referred to **OPHD/SAGE** as appropriate.

Appeal: See Judicial Board (Article IX) for appeal routes.

ARTICLE VII. RISK MANAGEMENT (Required Language)

Alpha Epsilon Pi, Chi Sigma Chapter at UC San Diego is a registered student organization at the University of California, San Diego, but not part of the University itself.

Alpha Epsilon Pi, Chi Sigma Chapter at UC San Diego understands that the University does not assume legal liability for the actions of the organization.

Chapter Practices (Minimal Scope): The Chapter will identify reasonably foreseeable risks for events/activities and follow UC San Diego policies and applicable laws; the Sentinel oversees event risk practices.

Section 1. Interactions with Minors and/or Elderly (If Applicable)

If the chapter serves minors/elderly, it will utilize **UC Learning** training and implement plans so members receive education on **CANRA**, common-sense safeguards (avoid one-on-one; maintain visibility; limit direct communications), and reporting procedures for potential harm/neglect.

Section 2. Provision of Medical Assistance (If Applicable)

If providing medical assistance in any setting, volunteers will work under the direction of **licensed professionals**. The University does not recommend that students provide medical assistance.

Section 3. International Travel (If Applicable)

The chapter acknowledges the University’s general recommendation **against** international travel by student organizations; any travel will follow **US State Department** and **CDC** guidance and secure appropriate medical travel insurance.

Section 4. Hazardous Chemicals/Equipment (If Applicable)

All activities will be conducted safely and in accordance with applicable laws and **UC San Diego lab safety requirements**, including PPE and supervision by trained personnel when chemicals/equipment are used.

ARTICLE VIII. COMMUNITY MENTOR (Optional)

The Chapter may appoint a **Community Mentor** (alumnus, faculty, or staff). Selection/term determined by the Executive Board; role is advisory (leadership development, compliance, risk awareness).

ARTICLE IX. JUDICIAL BOARD (Chapter Governance)

Section 1. Authority

The **Judicial Board (J-Board)** addresses complaints of violations of this Constitution & Bylaws filed by the Brother-at-Large, J-Board Chair, E-Board, or an individual Brother.

Section 2. Composition

Five voting members: one appointed by E-Board; four elected (one from each academic class). No E-Board members may serve; full term required. The Brother-at-Large serves as the **sixth, non-voting** member.

Section 3. Procedure & Decisions

J-Board requires statements from involved parties; decisions by majority of J-Board; decisions submitted in writing to the Brother Master; confidentiality maintained except as allowed by the J-Board Chair and Brother Master or by the appealing brother.

Section 4. Appeals

J-Board decisions may be appealed to the E-Board (**3/4** to overturn). If that fails, a Brother may seek a **3/4 Chapter vote** to amend/overturn. Decisions involving E-Board members are appealable only to the Chapter.

ARTICLE X. IMPEACHMENT OF ELECTED POSITIONS (Chapter Governance)

Section 1. Grounds & Initiation

Officers may be removed through impeachment for violations of laws/guidelines or the spirit thereof. Process begins with a petition signed by **1/5** of active Brothers, submitted to the J-Board Chair or Brother-at-Large (depending on the office). Alternatively, a majority petition starts a trial (held ≥ 1 week after submission).

Section 2. Review & Trial

If the respondent is an E-Board member, J-Board reviews; if a J-Board member, E-Board reviews. If the reviewing body finds by majority that a formal trial is warranted, it is scheduled for the next Chapter meeting. Brother Master presides unless he is the subject (then the Lieutenant Master presides). The petitioner prosecutes; the respondent may self-defend or appoint a defender. Proceedings include opening statements, questions, and closing statements; member questions are submitted in writing and read by the presiding officer.

Section 3. Vote & Vacancies

Removal requires a **3/4** Chapter vote. Upon removal, the Brother Master appoints a temporary officer until an election is held within **four academic weeks**. If the Brother Master is removed, the Lieutenant Master assumes the office and fills vacancies as needed.

ARTICLE XI. MEETINGS (Chapter Governance Cross-Reference)

See Article V (Meetings) for quorum, scheduling, guests, and Robert's Rules enforcement.

ARTICLE XII. CHAPTER SANCTITY & COMPLIANCE

Violation of the Fraternity Oath, Fraternal Ritual, this Constitution & Bylaws, the UC San Diego Student Conduct Code, or applicable laws that threaten the Chapter or any individual constitute grounds for disciplinary action.

ARTICLE XIII. SUSPENSION OF THE BYLAWS

The Bylaws may be temporarily suspended for up to **one (1) week** by motion and second at a meeting with quorum, followed by a **3/4** vote of Brothers in Good Standing present.

ARTICLE XIV. FINANCIAL MANAGEMENT

The **Exchequer** oversees all finances. Funds are deposited into the chapter's official account. Expenditures \geq \$300 require Brother Master approval. A quarterly budget is prepared for E-Board approval and presented to the Chapter. Fines/damages from prior quarters may be assessed to the following quarter's dues for members active during the quarter incurred; Inactive Brothers do not pay fines from inactive quarters.

ARTICLE XV. AFFILIATION WITH OTHER GROUPS

The Chapter is affiliated with the **International Alpha Epsilon Pi Fraternity** and abides by the **Supreme Constitution** and national policies governing membership, initiation, and operations.

ARTICLE XVI. AMENDMENTS

Constitution: Any member may introduce an amendment with a second at a meeting with quorum. After one additional reading at a later meeting, the Chapter may vote within **four academic weeks** of the initial introduction. Adoption requires **3/4** of Brothers in Good Standing.

Bylaws: Amendments require one additional reading and adoption by **2/3** of Brothers in Good Standing at a meeting with quorum.

Adopted by the Chi Sigma Chapter of Alpha Epsilon Pi Fraternity at UC San Diego — 2025-2026 Academic Year