

STANDARDS OF THE PI KAPPA ALPHA INTERNATIONAL FRATERNITY



Article I: Name of Student Organization

The organization shall be called Pi Kappa Alpha at UCSD.

Article II: Statement of Purpose

The goal of this organization is to find a group of men who exemplify the values of scholars, leaders, athletes, and gentlemen and wish to pursue excellence.

Article III: Nonprofit Statement

Pi Kappa Alpha at UCSD is a non-profit organization.

Article IV: Requirements for Membership

- **Quarterly dues of 300 dollars for students and 150 dollars for student athletes are required of all members.**

- **All male students in good academic standing at UCSD are eligible for membership.**
- **Restrictions:**
 - **Be in good standing financially.**
 - **Meet the minimum academic Chapter and Fraternity Standards.**
 - **No outstanding judicial sanctions against him.**

Article V: Frequency of Organization Meetings

The organization meets weekly on Sundays.

Article VI. Qualifications for Holding Office and Methods of Selecting and Replacing Officers

- **There are 11 officers.**
 - **The President:** The President shall preside over all chapter meetings, appoint other officers specified in the Chapter Bylaws, direct other officers to perform their duties, read and sign the minutes of each chapter meeting, read and sign the Supreme Council policies on hazing and Standards for Retention of Membership, Officer Status and Chapter Charter in Good Standing. He is responsible for the general management and operation of the chapter and is charged with making sure that all officers perform the duties assigned to them.
 - **The Internal Vice President:** The Internal Vice President shall perform the duties of the President in his absence, perform other such duties as assigned by the President, preside over regular committee chair meetings and direct committee chairman to perform their duties. The Internal Vice President shall be responsible for committee organization and work as outlined in Article II, Section 4. The Internal Vice President will have authority over the following committees: Alumni Relations, Philanthropy, Brotherhood, Fundraising, Historian, Risk Awareness and Scholarship.
 - **The External Vice President:** The External Vice President shall perform the duties of the President in the absence of him and the Internal Vice President, perform other such duties as assigned by the President, preside over regular committee chair meetings and

direct committee chairman to perform their duties. The External Vice President will have authority over the following committees: Campus Involvement, Community Service, Sorority Relations, Marketing, Athletics, Social, Special Events, and Housing.

- **The Treasurer:** The Treasurer shall collect all dues, fees and other assessments due to the chapter and International Fraternity, prepare and file a complete monthly financial report and make a monthly report to the Chapter, and work with the President and Finance Committee to prepare a chapter budget on a quarterly basis. The Treasurer shall be responsible for the payment of all bills, federal and state taxes, and also for filing the annual audit. The Treasurer will be liable for personally paying the penalties for failure to report and pay taxes on a timely basis. He shall serve as chairman of the Finance Committee. Further duties will be at the request of the President or Chapter; he shall make special reports as to the financial condition of the Chapter
- **The Secretary:** The Secretary shall maintain a written record (minutes) of the proceedings of the chapter and maintain the membership reporting of the chapter. The secretary will also order secretarial supplies, The Oak for new initiates, badges for new initiates, pledge pins for new pledges, and report active and pledge status changes according to the Constitution and Laws.
- **The Sergeant-at-Arms:** The Sergeant-at-Arms shall ensure that the chapter room is ready for meetings; ensure that each person who may enter the chapter room is a member in good standing; keep order during chapter meetings; maintain the safekeeping of all chapter regalia and meeting room property; serve as the chairman of the chapter judicial board; and conduct a post-initiation education session within a week after initiation.
- **The New Member Educator:** The New Member Educator will be responsible for planning, and coordinating the New Member Program. He will be responsible for each New Member successfully completing the New Member Program. He is to impress upon them the uniqueness of PiKA's history, philosophy and mechanics. It is his goal to make the transition from new member to active member a smooth and rewarding process.

- **Vice President of Education:** The Vice President of Education shall develop a program for educating members of the chapter including but not limited to chapter ritual, scholarship, social awareness, health, chapter finances, risk awareness and crisis management. He shall work hand in hand with the New Member Educator, and the Vice President of Risk. He shall organize and hold regular meetings with an educational board with 3-5 members dedicated to executing educational events and holding members accountable for their academics
- **IFC Delegate:** The IFC Delegate will represent the chapter at all Inter-Fraternity Council Meetings and will vote in the chapter's best interests during said meetings. He will relay any and all information from IFC to the Executive Council and the chapter. He will complete the quarterly REACH packet issued by the Greek Life Office.
- **The Vice President of Risk:** The Risk Manager is responsible for providing a safe environment during all chapter events and educating the chapter members with regard to risk management. The risk manager will work with the Membership Educator to arrange education seminars covering such topics as: liability and how to avoid it, chapter emergency procedures, guidelines and standards for social functions, sexual harassment, and alcohol awareness. He will also work directly with the social chairman to provide a safe environment for all members and guests at chapter events and to insure all events run in accordance to University and Fraternity policies.
- **The Rush Chairman:** The Rush Chairman is responsible for organizing recruitment, giving out bids to potential new members and keeping the chapter informed and involved in the selection process. He will be the final say in bid selection but will make the chapter fully aware of his decisions at the earliest possible time. The Rush Chairman will have a committee to assist him in organization and execution of recruitment that will be selected by the Rush Chairman.
- **Committees:**
 - **The Internal Vice President**

- **The Alumni Relations Chairman:** The Alumni Relations Chairman shall maintain a database or files of alumni and keep the International Fraternity advised of all address changes; and obtain alumni news, photographs and special articles for publication in chapter newsletters and the Shield & Diamond.
- **The Historian:** The Historian shall maintain a historical record of chapter activities during his term. He shall be in charge of collecting photographs and historical accounts from the chapter to create an annual scrapbook.
- **The Scholarship Chairman:** The Scholarship Chairman shall develop a program for encouraging academic success; enforce all academic standards pursuant to the Constitution & Chapter Codes and Chapter By-Laws; provide academic support and resources for members; and obtain all proper forms and releases which are required to monitor members' academic standing.
- **The Brotherhood Chairman:** The Brotherhood Chairman shall coordinate events and opportunities to ensure that every chapter member participates in events in order to build camaraderie and social interaction within the chapter.
- **The Fundraising Chairman:** The Fundraising Chairman shall coordinate events and opportunities to allow chapter members to raise funds to mitigate costs incurred by the chapter.
- **The External Vice President**
 - **The Campus Involvement Chairman:** The Campus Involvement Chairman shall coordinate events and opportunities to ensure that every chapter member participates in other campus organizations and events and that records of involvement are kept to improve campus involvement in the future.
 - **The Community Service Chairman:** The Community Service Chairman shall coordinate events and opportunities to ensure that every chapter member participates in community service and philanthropy events and that records of community

service and philanthropy are kept to improve community service and philanthropy in the future.

- **The Marketing Chairman:** The Marketing Chairman shall develop a program for maintaining positive relationships with all constituents including but not limited to the campus, community, and chapter.
- **The Athletics Chairman:** The Athletics Chairman shall coordinate events and opportunities to ensure that every chapter member participates and competes in some form of athletics and that records of athletics are kept to improve athletic performance in the future.
- **The Social Chairman:** The Social Chairman shall plan all social functions in accordance with International Fraternity's risk awareness policies and procedures and prepare a chapter social calendar for all scheduled events for his term and keep it up-to-date at all times.
- **The Housing Chairman:** The Housing Chairman shall be responsible of coordinating and fulfilling the chapter's housing needs, setting up a database as well as be the spokesperson of the chapter houses.

***Some committee positions are not explicitly written into our Constitution, they are informal committee positions**

- **Officer Elections**

- **When Elected:** All elected Chapter officers shall be elected by a majority vote at a regulation meeting to be held during week nine of Fall Quarter. Opening nominations will be held one week prior to elections. The number of nominations for each position and the number of nominations for each member will not be restricted. Final nominations will be received at the meeting in which the elections are to be held. A member may be elected to only one office unless the number of chapter members allows no other alternative. The elected officers will hold their position for one calendar year.

***Not all officer positions are year-long positions. The New Member Educator, IFC Delegate, and Rush Chairman are all appointed quarterly by the President.**

- **Office Eligibility**

- **Qualifications for Holding Office:** A candidate must be and remain in good financial standing with the chapter.

- **Officer Positions**

- The elected officers assume their positions as soon as they are elected.

- **Officer Replacement or Removal**

- **Filling Vacant Offices:** In the event of a resignation or inability of elected officers to serve, the President shall call for an election to fill that vacancy, to be held at the earliest suitable time after the vacancy occurs.
- **Procedure:** Any chapter officer may be removed from office by the following procedure:
 - **A.** A petition signed by ten percent or more of the chapter stating the reasons for removal must be filed with the Judicial Board. Should the Judicial Board decide to move forward with the procedure of removing the chapter officer, the Judicial Board must make a full report to the chapter as to its findings; provided, however, that the petitioning members' names shall not be disclosed to anyone not a member of the Judicial Board.
 - **B.** An affirmative vote for removal by two-thirds of the members present at a duly constituted meeting shall effect the removal from office, and the office shall be declared vacant, and a new election shall be held.
 - **Suspension:** Any chapter officer whose name is sent to Memorial Headquarters as a delinquent account or is in some other form of expulsion proceedings from the Fraternity, shall be suspended from his duties until a final declaration of either guilt or vindication is received from Memorial Headquarters and/or the Executive Council. During the period of suspension, the President, or next highest officer, will appoint an active

member to fill the vacant office until a final decision is made. If the officer is expelled then a new election will be held.

- **Immediate Removal from Office:** If a member of the Executive Council is found guilty of a felony by court of law for violation of any local, state, or federal law, he shall be removed from office.

Article VII: Risk Management

- **Pi Kappa Alpha at UCSD is a registered student organization at the University of California, San Diego, but not part of the University itself.**
- **Pi Kappa Alpha at UCSD understands that the University does not assume legal liability for the actions of the organization.**