

Alpha Kappa Psi Constitution

Article I. Name of Student Organization

The organization shall be called Alpha Kappa Psi at the University of California, San Diego.

Article II. Statement of Purpose

The object and purpose of Alpha Kappa Psi Fraternity, Inc. (the "Fraternity") shall be to further the individual welfare of its members; to foster scientific research in the fields of commerce, accounts and finance; to educate the public to appreciate and demand higher ideals therein; and to promote and advance in institutions of college rank courses leading to degrees in business administration.

Article III. Nonprofit Statement

Alpha Kappa Psi at the University of California, San Diego, is a non-profit student organization.

Article IV. Requirements for Membership

1. Membership Dues

- a. The dues and other fees incident to membership in the Fraternity shall be determined by the Chapter Congress in accordance with the Constitution.

2. Membership Eligibility

- a. The membership of the Fraternity shall consist of Student Members, Faculty Members, Alumni Members, Honorary Members and Suspended Members. No individual shall be denied membership on the basis of race, creed, national origin, sex, religion, marital status, sexual orientation, age, or handicap.

Article V. Frequency of Organization Meetings

Each College Chapter shall hold at least two (2) business meetings a month during the academic year, at which a quorum shall be present. A majority of the members in good standing of a College Chapter shall constitute a quorum for the conduct of business at any such meeting of a College Chapter.

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

1. Qualifications

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

2. Elections of Officers

- a. The officers of a College Chapter shall minimally consist of the President, the Vice President(s), the Secretary, the Treasurer, the Chaplain, the Warden, and the Chapter Historian (the "College Chapter Officers"). The President, the Vice President(s), the Secretary, the Treasurer shall be elected by the College Chapter members from among the College Chapter members duly initiated and in good standing. Faculty Members, Honorary Members, and Chapter Advisors shall not be eligible to serve nor vote to elect College Chapter Officers. The Chapter President shall appoint the Chaplain, the Warden, and the Chapter Historian. Of the elected officers, at minimum, the President, Treasurer, and the "officer responsible for the Annual Chapter Report (ACR)" will be elected for 1

year terms. The election of the President, Treasurer, and the officer responsible for the ACR must occur on either a Spring Election Cycle or a Fall Election Cycle, depending on the needs of each chapter.

3. Officer Positions

a. President

- i. The President shall be the executive head of the College Chapter and shall preside over its meetings and shall have the power to call special meetings when considered necessary. The President shall enforce strict observance of the laws and policies of the Fraternity, shall decide points of order, shall have power to appoint any officers or committees not provided for by the Constitution and Statutory Code of the Fraternity or the bylaws of the College Chapter, and shall have authority to preside over any committee of the College Chapter.

b. Vice President(s)

- i. The Vice President(s) shall assist the President in the performance of the President's duties and shall succeed to those powers and duties in the absence or disability of the President. In the event of a permanent vacancy, the Vice President shall function as President until an election can be held. The Vice President(s) shall be responsible for the instruction of pledges and for the filing of performance evaluation reports to the Chief Executive Officer.

c. Vice President of Alumni Relations

- i. A Vice President of Alumni Relations (VPAR) will be elected and shall assist in all matters pertaining to alumni relations for the Fraternity, Regional, and Local level.

d. Secretary

- i. The Secretary shall keep accurate and complete minutes of all meetings of the College Chapter; shall be the custodian of all records, files, and documents of the College Chapter, except the financial books of account; shall be responsible for the general correspondence of the College Chapter; shall keep a record of all proposals for membership; shall keep a record of every initiate into the College Chapter; and shall keep a separate record of all pledges, initiations, suspensions, expulsions and deaths within the College Chapter and send duplicates of such records to the Chief Executive Officer within seven (7) business days after the event thereof.

e. Treasurer

- i. The Treasurer shall keep an accurate account of all funds received and expended, and shall make expenditures only upon written authorization of the President of the College Chapter. The Treasurer shall be the custodian of all financial books of account of the College Chapter, which shall at all times be open to inspection and examination by the Board of Directors or such individuals, committees, or task forces as it may appoint; shall deposit all funds in the name of and to the credit of the College Chapter; and shall prepare a budget covering all necessary expenditures of the College Chapter for the academic year at the beginning of the fiscal year and send a copy thereof to the Chief Executive Officer.

- f. Chaplain and Warden
 - i. The Chaplain and Warden shall have such powers and duties as are prescribed in *The Ritual* and by the Board of Directors.
- g. Historian
 - i. The College Chapter Historian shall compile and enhance a history of the College Chapter from its beginning through the tenure of his or her office, and shall have such further powers and duties as may be prescribed by the Board of Directors.

Article VII. Risk Management

Alpha Kappa Psi at UCSD, is a registered student organization at the University of California, San Diego, but not part of the University itself. Alpha Kappa Psi at UCSD understands that the University does not assume legal liability for the actions of the organization. Alpha Kappa Psi 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). Alpha Kappa Psi at UCSD will develop plan(s) for activities and events where members will be interacting with minors or the elderly such that members will receive education and/or training on Child Abuse Neglect Reporting Act (CANRA), common sense measures to both avoid child or elder abuse allegations (i.e. avoiding one-on-one situations; working with minors in plain view of others; limiting calls/texts/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.

Article VIII. Community Advisor

An advisor who can best suit the needs and interests of Alpha Kappa Psi at UCSD will be selected for the role. The advisor will be expected to: attend committee meetings, be familiar with the politics and procedures of the organization and institution, understand budgets and expenditures, and provide overall guidance for the organization.

Article IX. Financial Management

Alpha Kappa Psi at UCSD may assess its own dues and fees provided the same are not less than the Fraternity Dues and Fees determined by the Alpha Kappa Psi Chapter Congress under Caput VI, Section 3, Paragraph A of the Statutory Code. The fiscal year of Alpha Kappa Psi at UCSD shall begin on the first day of April and end on the last day of the following March. Alpha Kappa Psi at UCSD shall establish a proper system of internal controls for cash receipt and disbursement purposes.

Article X. Affiliation with Other Groups

Alpha Kappa Psi at UCSD is in affiliation with other Alpha Kappa Psi College Chapters, as well as the Alpha Kappa Psi Alumni Program and its chapters.

