

**Alpha Phi Alpha Fraternity Inc.
Eta Epsilon Chapter
Constitution**

Preamble

We, the members of the Eta Epsilon Chapter of Alpha Phi Alpha Fraternity Incorporated, in order to promote a more perfect union among college men; to aid in and insist upon the personal progress of its members, to further brotherly love and a fraternal spirit among its member within the organization; to discountenance evil; to destroy all prejudices; to preserve the sanctity of the home, the personification of the virtue and the chastity of woman, do hereby enact and establish this constitution for the government of the members of this chapter.

**Alpha Phi Alpha
Eta Epsilon Chapter**

Article I

“We, the members of this Organization, in order to promote a more perfect union among college men; to aid in and insist upon the personal progress of its members, to further brotherly love and a fraternal spirit among its member within the organization; to discountenance evil; to destroy all prejudices; to preserve the sanctity of the home, the personification of the virtue and the chastity of woman, do hereby enact and establish this constitution for the government of the members of this chapter.”

Article II

Any male student of an accredited college may be presented as a candidate for membership in a chapter provided that:

- he has successfully completed two semesters or 24 hours at the accredited University; and
- he is regularly enrolled and taking courses leading to his first academic degree; and
- he has maintained for at least one semester immediately preceding consideration of his candidacy for membership a grade point average of 2.6; and
- he is of good character; and
- his candidacy is presented by a member of the Chapter in good standing.

Any male holder of an earned baccalaureate degree from a college or university which has been accredited by a regional accrediting agency may be presented as a candidate for membership in an Alumni Chapter provided that he is of good character and his candidacy is presented by a member of the Chapter in good standing.

Any member of the Fraternity who has been initiated but who did not earn the baccalaureate degree shall be eligible for membership in an Alumni Chapter.

The fees and dues for all classes of membership in the Fraternity, or for the establishment of any Chapter, or for initiation into membership shall be those established by the General Convention and prescribed by the By-Laws; however, the current Chapter dues are \$50 per fall and spring semester and \$25 in the summer.

Article III

There is no set number of meetings per semester that the chapter must meet, but the chapter meets bi weekly during each semester.

Besides the President of the organization, the Vice President is allowed to call a meeting.

Majority of the active brothers present constitute a quorum which allows for the chapter to vote. Three-fourths or more active members allows the chapter to vote on the Constitution.

Article IV

The President and Vice President shall serve on the executive committee; Committees may be designated by either officer on the executive committee.

Article V

The officers shall be nominated by any active member in the chapter; the election shall be conducted by each candidate presenting his views and afterwards the voting will take place; the election will take place at the first regular meeting in April.

If the problem of a vacancy should ever evolve, then the election process would be initiated to fill the vacant position.

All members of the Eta Epsilon Chapter must maintain a 2.6 gpa to be active.

Article VI

“All proposed amendments to the General Constitution shall be submitted in writing to the Executive Secretary not less than sixty days before the next succeeding General Convention...;

Adoption of amendments to the General Constitution shall require the affirmative vote of three- fourths of the delegates present and voting at the General Convention.”

Constitution

Article I

Name, Symbols, and Objectives

Section I –Name

- 1.1 The name of the chapter of Alpha Phi Alpha Fraternity shall be Eta Epsilon.

Section II –Symbols

- 2.1 The symbols of this chapter shall be the Greek letters: Eta Epsilon (HE).

Section III –Objectives

- 3.1 The objectives of this chapter shall be to stimulate the ambitions of its members; to prepare them mentally and spiritually for the greatest usefulness in the causes of humanity, freedom and dignity of the individual, to encourage the highest and noblest form of manhood and, to aid downtrodden humanity in its efforts to achieve higher social, economic and intellectual status.

Article II

Chapter Organization and Structure

Section I –Chapter Offices

- 1.1 The executives offices of the chapter shall be as follows: President, Vice President, Secretary, Corresponding Secretary, Treasurer, Historian, Intake Coordinator, Assistant Intake Coordinator, Special Project Chairman, Community Service Chairman, and Parliamentarian.

- 1.2 The President, upon taking office, shall appoint these positions: Assistant Treasurer, Greek Show Chairman, Chaplain, Social Chairman, Scholarship Chairman and Fundraising Chairman.
- 1.3 Appointments are subjected to the approval of the members of the chapter.

Article III

Election Procedures

Section I –Elections

- 1.1 Elections shall be held at the first regular meeting in April, and the successful candidate shall take office at the first regular meeting in June.
- 1.2 The election shall be by secret ballot with the president, parliamentarian and the secretary counting the votes.
- 1.3 Nominations for office shall be made at the last regular meeting in March.
- 1.4 Officers will serve for a term of one year or until there successors are elected and qualified.
- 1.5 The candidate receiving the largest number of votes cast shall be declared elected to that office.

Section II –Requirements

- 2.1 All candidates for nomination must be enrolled in the university fulltime. Candidates must also be financially active both nationally and within the chapter.
- 2.2 Candidates for the offices of president and Intake Coordinator must give a speech of their qualifications on election day.

Section III –Vacancies and Removals

- 3.1 All vacancies shall be filled during a special election.
- 3.2 In the event of the incapacity or the inability of any officer to serve, the chapter has the authority to impeach that officer. Removal of any officer shall require a two-thirds approval of all active members.

Article IV

Affiliations

Section I –Responsibilities

- 1.1 The chapter shall be responsible for the activities and conduct of this organization.
- 1.2 The chapter shall make it known that this organization is not a prerequisite for pledging.

Article V

Duties and Responsibilities of Officers

Section I –Duties of President

- 1.1 The president is the figurehead Brother of the Chapter. He presides over and carries the motions of his Chapter meetings. He meets with and discusses plans of chapter matters with his board of fellow officers. It is an understatement that the Chapter President should be one of the most active Brothers in a Chapter. The Undergraduate President works closely with the Chapter's College Advisor(s) and the Graduate Chapter. It is expected for the President to attend all Chapter functions.

Section II –Duties of the Vice President

- 2.1 If the President is the Captain of the ship, then the Vice President is his First Officer. Principally responsible for carrying on the duties of the President in his absence, the Vice President is also looked at to chair and appoint the Special Committees. The Vice President often is one of the hardest workers in the Chapter.

Section III –Treasurer Responsibilities

- 3.1 The Treasurer holds and reports the financial records of the fraternity. He, along with the President, has the ability to write checks from the Chapter's Bank accounts. Monies based on Chapter affairs usually are received and/or recorded by him.

Section IV –Secretary Responsibilities

- 4.1 The Secretary is the holder of the Chapter's documents. The duties vary from recording the minutes of each meeting and preparing either verbal or written reports of the business done by the Brothers, keeping and reading the correspondence (letters and announcements) received for the Chapter, and preparing and reporting the financial standings of the Brothers. For some chapters these duties are divided into three separate secretaries: recording, corresponding, and financial, respectively.

Section V –Editor to the Sphinx

- 5.1 The Editor to the Sphinx is basically the Chapter's news reporter. He is responsible for reporting Chapter news and activities to the Sphinx Magazine.

Section VI –Chaplain Responsibilities

- 6.1 The Chaplain is the Chapter's chief religious affairs officer. He usually performs the prayer in meetings and other activities, and he is responsible for coordinating activities pertaining to the Chapter's spiritual awareness.

Section VII –Historian Responsibilities

- 7.1 The Historian is the holder of the Chapter's historical items. In many Chapter's the Fraternity Camera and is ready to take pictures at all events. The Historian also usually holds the Chapter Scrapbook, and is in charge of updating and maintaining it.

Section VIII –Sergeant at Arms Responsibilities

- 8.1 The "Policeman" of the Chapter. Holds the meeting door and maintains order.

Section IX –Parliamentarian Responsibilities

- 9.1 The chief authority in Parliamentary Procedure. Maintains the proper business atmosphere. Should be well versed in Robert's Rules of Order.

Section X –Intake Coordinator Responsibilities

- 10.1 He shall be responsible for supervising all facets of the intake process upon approval of the chapter.
- 10.2 Any decision made by the Intake Coordinator that is within the approved intake process can only be overridden by a two-thirds vote of the active members.

- 10.3 He shall keep the chapter informed of all events that has been set by the National office pertaining to the intake process.
- 10.4 The Intake Coordinator shall be responsible for attending the ritual workshop at the conventions and for conducting such a workshop for the members of the chapter.

Article VI

Membership

Section I –Dues

- 1.1 The dues of the members of this chapter are set by the president and the treasurer. This amount is subject to the approval by two-thirds of the active members.
- 1.2 All dues must be paid during a general body meeting to the treasurer or asst. treasurer. No one should pay their dues outside of a meeting.
- 1.3 The due date for dues for each semester are set by the treasurer and the president.
- 1.4 Chapter dues for the Eta Epsilon Chapter are \$50 for fall and spring semester and \$25 for the summer.
- 1.5 Fall Semester dues are due by the second meeting in September. Spring Semester dues are due by the second meeting in February. Summer dues are due by the second meeting in June.
- 1.6 Any member who does not pay their chapter dues by the stated date will not be able to attend any chapter function or meeting.

Section II –Eligibility of Aspirants

- 2.1 Any male of any accredited college may be presented for membership into this chapter provided that he meets the following requirements:
- 2.2 He has successfully completed one year or 24 hours at the accredited university.
- 2.3 He is currently enrolled fulltime (12 hours) and taking courses leading to his first academic degree.
- 2.4 He has maintain for at least one semester immediately preceding his consideration for intake a grade point average of 2.6.
- 2.5 The candidate is presented by a member that is in good standing with the chapter.
- 2.6 He submits an official transcript to the chapter.

Article VII

Discipline

Section I -Expulsion

- 1.1 In case of an offense against the chapter or conduct inconsistent with the traditions and the usages of the Fraternity, or for the commission of any act that reflects unfavorably upon the Fraternity or the chapter, the members reserve the right to recommend to the General Convention and or the Executive Secretary and the Regional Vice President for expulsion.
- 1.2 The chapter shall have the power to discipline its members, and to impose, as appropriate, the penalty of censure, fine, or suspension.

- 1.3 Any member, who, for any reason, is suspended from the chapter, shall refrain from wearing the Alpha Phi Alpha Badge until such time as the suspension has been lifted. Failure on the part of a suspended member to observe this provision may be referred for disciplinary action to the General Convention.
- 1.4 Any member who is not financially active both nationally and with the chapter shall be denied the privilege to hold office, vote, and participate in any chapter events.
- 1.5 Any member who miss two meetings without notifying the president or vice president with a valid excuse will be suspended from all activity that the chapter holds, will lose all voting privilege, and be prevented from holding any office in the chapter. That member will have to attend the rest of the meetings and have to pay to get in any events hosted by the chapter that requires admission. Due to that member action he will be subject to any other consequences deemed appropriate by the chapter.
- 1.6 Any member that is suspended for being inactive (i.e. not performing in the chapter) will have to serve on 2 committees during that time. That person will have all chapter privileges revoked (i.e. any function or activity that the chapter host that requires an admission fee the member in question will have to pay to attend. The member is subjected to all other consequences that the chapter deem appropriate.
- 1.7 Any member who miss a function or a meeting that he said he would attend will be fined \$10.00, unless he has a legitimate excuse of why he did not attend the event.
- 1.8 Any member that does not attend at least 2 community service events in a one month span will be fine \$10.00. The community service event must be done with the chapter.

Revised July 7, 2007