

PHI KAPPA PSI FRATERNITY

CONSTITUTION OF THE IOWA BETA CHAPTER
REVISED November 2nd, 2009

ARTICLE I

Name

The name of this organization shall be the Iowa Beta Chapter of Phi Kappa Psi at Iowa State University.

ARTICLE II

Purpose

The men of the Iowa Beta Chapter of Phi Kappa Psi are committed to becoming upstanding leaders and gentlemen through the ideals of service, leadership, scholarship and brotherhood. By seeking out these qualities in our members past, present and future, our Chapter shall carry on its legacy and tradition of gentlemanly conduct. The Iowa Beta Chapter of Phi Kappa Psi abides by and supports the rules, regulations and policies of Iowa State University, as well as all local, state, and federal laws.

ARTICLE III

Membership

SECTION 1. The membership of this Fraternity shall consist of such persons as shall have been duly initiated therein and who do not stand expelled or honorably dismissed there from.

SECTION 2. The following shall be eligible for membership in this Fraternity:

- a. Undergraduate males possessing talent, ambition and good moral character, in attendance at Iowa State University.
- b. No candidate shall be eligible for initiation until he has met the requirements of the bylaws of the Fraternity, and the scholastic requirements of the college and Interfraternity Council.
- c. Membership in this Chapter is open to all registered male students at Iowa State University.

SECTION 3. The power to initiate persons thus eligible into membership in this Fraternity shall be vested as follows, and not otherwise:

- a. In the chapter, potential members may be elected at any regular or special meetings, and such elections shall be by secret ballot. A unanimous affirmative vote, consisting of all current members voting yes to initiate a

potential member, shall be necessary for election, unless otherwise authorized by the executive council.

- b. In the Executive Council, or its duly authorized committee, in the establishment of a new chapter, or upon the merger of a local body with a chapter at the college at which such local body is located, or in the initiation of a person made eligible by reason of the signal or unusual service to the Fraternity, and who has theretofore been a member of a colony or a pledge of a chapter in the event that no charter was granted to said colony, or in the event that the charter of such chapter has been suspended or otherwise withdrawn.
- c. In the Grand Arch Council

SECTION 4. No person eligible for membership in this Fraternity shall be formally pledged or inducted, as the case may be, unless or until the Executive Director shall certify that Headquarters has received from the chapter advance payment of the corresponding pledge or initiation fee assessed by the Fraternity. The chapter shall make such payment by guaranteed instrument such as a cashier's check, money order, credit card payment or check drawn upon the chapter's account. Checks and drafts from individual persons eligible for membership shall not satisfy the requirements of this section.

SECTION 5. At any time a person's membership with the Iowa Beta chapter of Phi Kappa Psi may be reviewed by the Governing Committee. If the Governing Committee deems the member unqualified for continued membership in the chapter, the Governing Committee may present that member to the chapter for consideration of termination. The termination of a member must be passed by a $\frac{3}{4}$ vote.

ARTICLE IV Officers & Committees

SECTION I. Officers

a. G.P. (President)

1. Ex-officio member of all standing committees.
2. Presides over Chapter meetings according to the rules of the Fraternity.
3. Appoints all committee chairs.
4. Appoints interim officers in the event of a vacancy.
5. Ensures that all Fraternity laws and policies are followed.
6. Confirms that Chapter officers are fulfilling their duties.

7. Maintains relations with the local community, school administration, Greek community, National Fraternity, alumni, parents and Chapter Advisory Committee.
8. Shall be a signatory of the Chapter bank account, along with the P.

b. V.G.P. (Vice President)

1. The V.G.P. shall perform the duties prescribed in the National Fraternity Constitution, Bylaws & Rules.

c. P (Treasurer)

1. The P shall perform the duties prescribed in the National Fraternity Constitution, Bylaws & Rules.
2. The P shall maintain the Chapter treasury, which is held at US Bank. He shall be responsible for maintaining a business checking account, a business savings account, and any other accounts the Chapter approves to open. All deposits shall be made within two weeks of their receipt.
3. The P shall ensure that initiation and pledge fees are paid prior to those ceremonies taking place and that these moneys are then remitted immediately to the Fraternity headquarters with the appropriate paperwork from the AG.
4. The P shall take vouchers for all payments.
5. The P shall keep a receipt book from which he shall give a receipt for all money received by him, entering on the stub the name, date, amount and purpose for which it was paid.
6. The P shall record all fines at the time of imposition, and all remission of fines, when made by proper authority.
7. At the first regular meeting of each month, the P shall prepare a written statement of his receipts and expenditures for the preceding month together with a statement of the assets and liabilities of the Chapter. Thereafter, this written statement shall be available to any member either in electronic form stored on a Chapter designated server or written in a secure area of the Chapter House.
8. Upon the first day of each month, they shall render to every member an itemized statement of the member's indebtedness to the Chapter.
9. The P shall enforce a regular schedule of billings to include:

1. Both paper and electronic bills will be issued the first day of each academic month, quarter, term or semester.
2. Bills are payable within ten days from the day they are issued.
3. Eleven days after bills are issued they shall be deemed delinquent if not paid and subject to review action by the Grievance Committee and the outstanding amount due is subject to a fine of five percent (5%) of the principle. In addition, the principal shall accrue interest thereon at the rate of ten percent (10%) per week until paid in full.
4. On the twentieth day after a bill has been issued, a letter (together with a copy of this Constitution) shall be mailed by the P to the parents or guardians of the delinquent member.
5. Thirty days after a bill is issued and unpaid a delinquent member must:
 - i. Pay his account in full;
 - ii. Present any defense to the nonpayment of the bill to the house corporation which may permit him to sign a note for the unpaid balance, subject to ratification by the board of directors of the house corporation;
 - iii. Lose all Chapter and house privileges, which shall include room, parlor, board, voting and social privileges.
6. Double signatures are required on all checks
7. Amounts over \$500 require the signature of an advisor.
- 8.

d. AG (Corresponding Secretary)

1. The AG shall perform the duties prescribed in the National Fraternity Constitution, Bylaws & Rules. These duties include the prompt reporting of any men pledged or initiated. Reporting should take place within 48 hours of the Pledge or Induction ceremonies. The AG shall acknowledge receipt of all communications promptly upon their receipt and shall report the matters contained therein to the Chapter at its next regular meeting, notifying the sender promptly of the action of the Chapter thereon. When the action of the Chapter is final, he shall present the same at each subsequent regular meeting of the Chapter until action has been taken.
2. The AG shall preserve copies of all communications sent by him and keep the same properly posted and indexed.
3. The AG shall send all communications, the non-receipt of which might subject the Chapter to a penalty, by registered mail.

4. The AG shall report to the Chapter at all regular meetings on all communications, received from the Fraternity, educational leadership consultants, Alumni Associations and Fraternity officers.

e. BG (Recording Secretary)

1. The BG shall perform the duties prescribed in the National Fraternity Constitution, Bylaws & Rules. The BG shall keep an accurate and complete record of all proceedings of the Chapter.
2. The BG shall keep a log in which he shall preserve all published matters concerning the Fraternity, the Chapter or any member of alumnus thereof, which may come to his notice.
3. The BG shall keep a card index or electronic record of all the alumni and undergraduate members of the Chapter upon which shall be recorded such information about the members as the Chapter may direct.

f. SG (Historian)

1. The SG shall perform the duties prescribed in the National Fraternity Constitution, Bylaws & Rules.

g. Hod. (Messenger)

1. The Hod. shall perform the duties prescribed in the National Fraternity Constitution, Bylaws & Rules.
2. The Hod. shall have the Chapter room suitable prepared for each meeting at least fifteen minutes in advance thereof.
3. The Hod. shall keep any electronic means of communication up-to-date. This includes but is not limited to adding and removing members from the email distribution list within 48 hours of any personnel change. This also includes but is not limited to send new or corrected information to the webmaster of the Chapter's public web site within 48 hours of such new or corrected information.

h. Phu. (Sergeant-at-Arms)

1. The Phu. shall perform the duties prescribed in the National Fraternity Constitution, Bylaws & Rules.

i. Hi (Chaplain)

1. The Hi shall perform the duties prescribed in the National Fraternity Constitution, Bylaws & Rules.

j. IFC Representative

1. The Chapter will appoint a second IFC representative for a two-semester term starting with the spring semester. That member must at least be in his third semester as a Greek member by the start of the term. That student must maintain a minimum cumulative GPA of a 2.67 and will serve as the 2nd IFC Representative following the G.P. as well as on the All Greek Judicial Board and the Party Evaluation Team and be bound by those bodies' respective bylaws and constitutions.

SECTION 2. Committees

a. Governing Committee

1. The Governing Committee shall be composed and have the duties as set forth in the National Fraternity Constitution, Bylaws & Rules.
2. The Governing Committee shall pay particular attention to the relations of the Chapter, with the college, and with other fraternities, and of each member of the Chapter with his fellow students.
3. The Governing Committee shall certify to the Grievance Committee the name of any member failing to maintain a proper standing in the Chapter, the college, or the community.
4. No records, archives, or other Chapter property shall be removed from the Chapter house without the consent and approval of the Governing Committee.
5. An appeal which stands from the decision of any officer of a committee to the Governing Committee and its decisions shall be conclusive subject to the limitations of the Governing Committee as set forth in the National Fraternity Constitution, Bylaws & Rules.

b. Membership Committee

1. The Membership Committee shall be composed and have the duties as set forth in the National Fraternity Constitution, Bylaws & Rules.
- b. The Membership Committee shall keep a tabulated record of all eligible candidates in college or about to enter, with all ascertainable information

about them noted thereon, and report at each regular meeting of the Chapter.

- c. The Membership Committee shall supervise all recruitment and control all the details thereof and no Chapter funds shall be expended for recruitment purposes without its approval.
- d. The Membership Committee shall ensure that all appropriate and applicable policies of the Fraternity are observed at any recruitment or recruitment related event of the Chapter.

c. Grievance Committee

1. The Grievance Committee shall be composed and have the duties as set forth in the National Fraternity Constitution, Bylaws & Rules.
2. The Grievance Committee shall have the power to reduce or remit all fines or penalties imposed by the Chapter or any officer thereof, upon satisfactory cause shown in writing within one week after the imposition thereof and it shall forthwith certify its action thereon to the P in writing.
3. The Grievance Committee shall take official cognizance of the absence, without excuse, of any officer from two consecutive regular meetings of the Chapter.
4. Unless satisfactory excuse for any absence shall be filed, in writing, with the Grievance Committee by such officer or member within one week thereafter, the Grievance Committee shall declare such officer or committee membership vacant, subject to review by the Chapter and certify the same to the G.P. and such vacancy shall be filled at the next meeting as herein provided.

d. Scholarship Committee

1. The Scholarship Committee shall be composed and have the duties as set forth in the National Fraternity Constitution, Bylaws & Rules.
2. The Scholarship Committee shall formulate and enforce rules for the best conditions for study and it shall have the power to appoint underclassmen to coach those members delinquent in their studies.
3. The Scholarship Committee shall have special charge of the freshman and pledges and shall formulate and enforce plans and courses for their proper instruction in fraternity history, organization and ideas.

ii. Alumni/Public Relations Committee

1. The Alumni and Public Relations Committee shall be composed and have the duties as set forth in the National Fraternity Constitution, Bylaws & Rules.

iii. Finance Committee

1. There shall be a Finance Committee, consisting of at least three members including the P, but the P shall not serve as chairman thereof.
2. The Finance Committee shall exercise strict and diligent supervision over all financial transactions in compliance with a semester budget that shall be prepared at the beginning of each term. This budget will include an amount for chapter dues, which will not exceed \$500 per semester, not including additional fees.
3. The Finance Committee shall take cognizance of all affairs relating to the office of the P and see that all requirements of that office are met.
4. The Finance Committee shall meet regularly with a qualified public accountant, to be appointed in conformity with Fraternity requirements, and shall review at least annually all delinquencies on the part of the Chapter members, including alumni members, making recommendations on the same or taking direct action.
5. At least once per year, the P and said public accountant shall subject the Chapter financial records to a complete audit.
6. The Finance Committee shall make a monthly audit of the books, vouchers and accounts of the P and of any other Chapter, and shall report thereon the Chapter at its next regular meeting.
7. The billing of members pledged after the start of the semester shall be as follows:
 - a. No dues will be required the first month of membership
 - b. Semester dues will be equal to member dues multiplied by the fraction of months left in the semester.

iv. House Committee

1. There shall be a House Committee, consisting of no more than five members, which shall have the charge of the Chapter house and grounds and shall see that the same and the furnishings thereof, are kept in proper condition and repair.

2. The House Committee shall formulate and enforce proper rules for the use of the Chapter house and conduct therein.
3. The House Committee shall notify any member who shall have damaged any Chapter property to repair the same forthwith, with like quality and design, and upon failure of such member to make such repairs within twenty-four hours, the House Committee shall make the necessary repairs and charge the actual cost thereof, plus a penalty of ten percent (10%), to such member upon the Chapter books.

SECTION 3. Advisor

1. The Chapter shall have a Chapter Advisor, and may have a Faculty Advisor, who shall be elected by the chapter, subject to the approval of the Executive Council. These Advisors shall act as direct representatives to the Executive Council, and shall maintain close contact with the Headquarters of the Fraternity
2. Elections shall be held whenever deemed necessary by the Chapter, or whenever a vacancy comes available. In the event that the chapter fails to hold elections and/or notify the Fraternity of the results of the elections, the Executive Council shall have the authority to appoint, at its discretion, qualified individuals to fill the offices of the advisors.
3. The Chapter Advisor shall give detailed counsel and advice with respect to general chapter management and operation.
4. The Faculty Advisor shall be a member of the faculty or staff of the university, and will coordinate his duties with the Chapter Advisor.

ARTICLE V Elections & Voting

SECTION 1. The officers of the Chapter shall be elected semi annually, through majority vote, and not otherwise, prior to Dead Week of each semester except as otherwise provided by the Fraternity bylaws. No member shall serve as an officer or delegate until his initiation has been reported to the executive director together with the proper fees remitted, nor if he has not met his financial obligations to the Chapter as defined by the Chapter.

- a. The G.P. and P shall be elected annually. They shall be elected prior to dead week of the fall semester.
- b. All elections of Fraternity officers shall be by ballot as required by Fraternity Law.

SECTION 2.

- a. Whenever a permanent vacancy shall occur in any office it shall be filled by election at the next regular meeting. The President may appoint an interim officer until a permanent officer has been elected and installed.

- b. Should an officer not be fulfilling their responsibilities, a 2/3 vote of the Chapter is required for removal from office.

SECTION 3. At the regular meeting immediately preceding any council, the official delegate shall submit to the Chapter his report for criticism and approval of the Chapter.

SECTION 4. Officers shall be installed at the meeting at which they are elected, if practical.

ARTICLE VI

Reading of the Constitution

All members prior to the first regular meeting of each academic year shall read this Constitution in full for initiates, and within one week of initiation, for new members. A member is not considered in Good Standing and, therefore, cannot vote in Chapter affairs until he certifies in writing to the B.G. that he has done so. Copies of the Constitution shall be made available to each member and to pledges at least one week prior to their initiation.

ARTICLE VII.

Repeal and Amendment

Section 1. Repeal

This Constitution, or any portion thereof may be repealed at any regular meeting of the Chapter by a two-thirds vote of all the members, provided notice of a motion for such repeal is given at the preceding regular meeting.

Section 2. Amendment

Clause 1. This Constitution, or any portion thereof, may be amended at any regular meeting of the Chapter by two-thirds vote of all the members, provided written notice of the proposed amendment is filed and read at the preceding regular meeting.

Clause 2. Immediately upon the adoption of any such amendment or amendments or complete revision, the AG shall forward to the Executive Director, for approval, triplicate copies thereof, to which shall be appended a certificate in the appropriate form.

Article VIII.

Supremacy

Any case in which the Constitution, Bylaws, Rules or policies of the Iowa Beta Chapter conflict with the National Constitution, Bylaws, and Rules of Phi Kappa Psi, the National Constitution, Bylaws, and Rules of Phi Kappa Psi will maintain supremacy.

