

The First Official Constitutional Convention of Zeta Phi Rho Fraternity was held on the fourth day in the fourth month of the year nineteen-hundred and ninety-eight, in Oxnard, California, hosted at the residence of Jackson Tann (Gamma Chapter, Gamma Class). The Second Official Constitutional Convention of Zeta Phi Rho Fraternity was held on the seventeenth and eighteenth days in the seventh month of the year nineteen-hundred and ninety-eight, in Oxnard, California, hosted at the residence of Jackson Tann (Gamma Chapter, Gamma Class). The following established chapters of Zeta Phi Rho Fraternity sent the following delegates to rewrite and revise the constitutions of each Zeta Phi Rho Fraternity Chapter in the hopes of writing a single Constitution of Zeta Phi Rho Fraternity undivided.

California State University at Long Beach (Alpha Chapter)

Constancio Arnaldo, Jr. (2<sup>nd</sup> Convention)  
 Lester Broas (1<sup>st</sup> and 2<sup>nd</sup> Conventions)  
 Francis Hosanna (2<sup>nd</sup> Convention)

El Camino (Detachment)

Archie Cardenas (1<sup>st</sup> Convention)  
 Ritchie Umali (1<sup>st</sup> Convention)

University of California at Santa Barbara (Beta Chapter)

Joseph Antonio (1<sup>st</sup> Convention)  
 Jon Austria (1<sup>st</sup> Convention)  
 Conrad Macalalad (2<sup>nd</sup> Convention)  
 Gabriel Mikulich (2<sup>nd</sup> Convention)

University of Southern California (Gamma Chapter)

Edwin Buenaventura (1<sup>st</sup> Convention)  
 Regan Remulla (1<sup>st</sup> and 2<sup>nd</sup> Conventions)  
 Jackson Tann (1<sup>st</sup> Convention)  
 Jojo Villanueva (1<sup>st</sup> Convention)

Loyola Marymount University

Brent C. Galindo (1<sup>st</sup> and 2<sup>nd</sup> Conventions)

**THE CONSTITUTION OF ZETA PHI RHO FRATERNITY**

**Article I. Name:**

- Section 1. The name of this organization shall be Zeta Phi Rho Fraternity.
- Section 2. The official and traditional colors of Zeta Phi Rho Fraternity shall be Navy Blue and White.
1. All new crossovers shall receive their Letters in the official and traditional colors of Zeta Phi Rho Fraternity: A navy blue sweatshirt with the Greek letters of Zeta Phi Rho also in navy blue with a white outline around the letters.
  2. Only official and traditional letters shall be worn at all Zeta Phi Rho sanctioned events and sacred ceremonies in which all Zeta Phi Rho chapters are involved.

**Article II. Statement of Purpose:**

- Section 1. The functions and intentions of Zeta Phi Rho Fraternity is to broaden and enhance each individual member both morally and physically, through the development of leadership skills, academic achievement, and the maintenance of attaining a higher standard of life, happiness, and integrity by uniting its members in closer bonds of kinship and brotherly love.

**Article III. Membership:**

- Section 1. The membership of Zeta Phi Rho Fraternity shall be under the following classes with a description of their *(i.)* requirements and *(ii.)* rights and privileges, respectively:

**Alumni**

***(i.) Requirements:***

1. Must have been properly initiated in accordance with the laws and traditions of Zeta Phi Rho Fraternity by a properly established chapter of Zeta Phi Rho Fraternity.
2. Must have obtained a Bachelor's or its equivalent from his accredited institution of higher learning that has properly established a chapter of Zeta Phi Rho Fraternity.
3. Must have been inducted by his respective Zeta Phi Rho Fraternity chapter Executive Board or as otherwise stated in Article VII, Section 1, of this constitution. Alumni status shall be issued after a period of extensive review for status. Details of review for status are presented in the Bylaws of Zeta Phi Rho Fraternity (see bylaws of Zeta Phi Rho Fraternity Constitution – Bylaw 1).
4. Guidelines to Appeal declined status are outlined in the Bylaws of Zeta Phi Rho Fraternity (see Section 4).

***(ii.) Rights and Privileges:***

1. To wear the official Letters of Zeta Phi Rho Fraternity.
2. To be nominated for, and inducted to, any elected or appointed position recognized by Zeta Phi Rho Fraternity.
3. To vote on issues brought up at and pertaining to his respective chapter of Zeta Phi Rho Fraternity.
4. To access all historical Zeta Phi Rho Fraternity materials.
5. To attend to, and participate in, all Zeta Phi Rho Fraternity sanctioned functions.

Active**(i.) Requirements:**

1. Must be a full-time student at an accredited institution of higher learning that has properly established a chapter of Zeta Phi Rho Fraternity.
2. Must have been properly initiated in accordance with the laws and traditions of Zeta Phi Rho Fraternity by a properly established chapter of Zeta Phi Rho Fraternity.
3. Must obtain the minimum grade point average to deem him in good academic standing according to his respective university or college.
4. Must promptly comply with all financial obligations to his respective chapter of Zeta Phi Rho Fraternity.
5. Must actively attend to, and participate in, all Zeta Phi Rho Fraternity sanctioned functions, including, but not limited to: 1) chapter meeting, 2) committee membership.
6. Must not be or have been a member of any other fraternity of like character except as specifically approved by 1) his respective Executive Board or 2) the Distinguished Council.
7. Above all else, must understand, abide, and live for the values and ideas that are manifested in the Letters, Doctrines, and Constitution of Zeta Phi Rho Fraternity.
8. Guidelines to Appeal declined status are outlined in the Bylaws of Zeta Phi Rho Fraternity (see Section 4).
9. *Additional requirements are stated in the Bylaws of the Constitution* (see bylaws of Zeta Phi Rho Fraternity Constitution – Bylaw 2).

**(ii.) Rights and Privileges:**

1. To wear the official Letters of Zeta Phi Rho Fraternity.
2. To be nominated for, and inducted to, any elected or appointed position recognized by Zeta Phi Rho Fraternity.
3. To vote on issues brought up at and pertaining to his respective chapter of Zeta Phi Rho Fraternity.
4. To access all historical Zeta Phi Rho Fraternity materials.
5. To attend to, and participate in, all Zeta Phi Rho Fraternity sanctioned functions.

Affiliate**(i.) Requirements:**

1. After attaining Active status, must petition for Affiliate status due to explicit reasons stated in the Bylaws of Zeta Phi Rho Fraternity (see Bylaws of Zeta Phi Rho Fraternity Constitution – Bylaw 3).
2. Guidelines to Appeal declined status are outlined in the Bylaws of Zeta Phi Rho Fraternity (see Section 4).

**(ii.) Rights and Privileges:**

*Retains the rights and privileges which he has earned as an Active except for the following:*

1. To be nominated for, and inducted to, any elected or appointed position recognized by Zeta Phi Rho Fraternity.

Senior Affiliate**(i.) Requirements:**

1. Must be an Active member entering his senior year or beyond at his accredited institution of higher learning that has properly established a chapter of Zeta Phi Rho Fraternity.
2. After attaining Active status, must petition for Affiliate status due to explicit reasons stated in the Bylaws of Zeta Phi Rho Fraternity (see Bylaws of Zeta Phi Rho Fraternity Constitution – Bylaw 3).
3. Guidelines to Appeal declined status are outlined in the Bylaws of Zeta Phi Rho Fraternity (see Section 4).

**(ii.) Rights and Privileges:**

*Retains the rights and privileges which he has earned as an Active except for the following:*

1. To be nominated for, and inducted to, any elected or appointed position recognized by Zeta Phi Rho Fraternity.

Inactive

*(of good standing – chooses to become Inactive):*

**(i.) Requirements:**

1. After attaining Active status, must petition for Inactive status due to family problems, financial difficulties, time needed for the betterment of self, and/or any reasons stated in the Bylaws of Zeta Phi Rho Fraternity. (see Bylaws of Zeta Phi Rho Fraternity Constitution – Bylaw 5).
2. Must not have gone under the minimum grade point average to deem him in good academic standing according to his respective university or college.
3. Must not have any unexcused delinquencies that prohibits him from complying with any financial obligation to his respective chapter of Zeta Phi Rho Fraternity.
4. Must not have gone against the values and ideas that are manifested in the Letters, Doctrines, and Constitution of Zeta Phi Rho Fraternity.
5. Must have the intention of obtaining the status of Active or Affiliate within two semesters or three quarters.
6. Guidelines to Appeal declined status are outlined in the Bylaws of Zeta Phi Rho Fraternity (see Section 4).

**(ii.) Rights and Privileges:**

*Retains the rights and privileges which he has earned as an Active except for the following:*

1. To be nominated for, and inducted to, any elected or appointed position recognized by Zeta Phi Rho Fraternity.
2. To attend to, and participate in, all Zeta Phi Rho Fraternity sanctioned functions.
3. If the member has not re-established himself in the given amount of time, the member must repeat the Associate Period in order to gain Active, Affiliate, or Inactive status.

*(of bad standing – is named inactive):*

**(i.) Requirements:**

1. After attaining Active status, must have been deemed Inactive (of bad standing) under the review of his respective chapter's Executive Board, first; respective General Body, second; and/or the Distinguished Council, lastly as requested by the individual in question. Re-establishment to Active or Affiliate must be fulfilled within a semester, two quarters, or whatever his respective Executive board, respective General Assembly, or the Distinguished Council has deemed adequate time.
2. Must have gone below the minimum grade point average to deem him in bad academic standing according to his respective university or college and have the intention to re-establish himself in the time specified by his respective university or college.
3. Must have been disqualified or suspended from his respective university or college and have the intention to re-establish himself in the time specified by his respective university or college.
4. Must have acquired at least one unexcused delinquency that prohibits him from complying with any financial obligation to his respective Zeta Phi Rho Fraternity.
5. Must not have marred the values and ideas that are manifested in the Letters, Doctrines, and Constitution of Zeta Phi Rho Fraternity.
6. Guidelines to Appeal declined status are outlined in the Bylaws of Zeta Phi Rho Fraternity. (see Section 4).

**(ii.) Rights and Privileges:**

*Retains the rights and privileges which he has earned as an Active except for the following:*

1. To wear the official Letters of Zeta Phi Rho Fraternity.
2. To be nominated for, and inducted to, any elected or appointed position recognized by Zeta Phi Rho Fraternity.
3. To vote on issues brought up at and pertaining to his respective chapter of Zeta Phi Rho Fraternity.
4. To attend to, and participate in, all Zeta Phi Rho Fraternity sanctioned functions.
5. If the member has not re-established himself in the given amount of time, the member must repeat the Associate Period in order to gain Active, Affiliate, or Inactive status.

*De-active*

**(i.) Requirements:**

1. After attaining Active status, must be deemed De-Active under the review of his respective chapter's Executive Board, first; respective General Assembly, second; and/or Distinguished Council, lastly as requested by the individual in question.
2. Must have been characterized with conduct unbecoming as stated in the Bylaws of Zeta Phi Rho Fraternity (see Bylaws of Zeta Phi Rho Fraternity Constitution – Bylaw 6).
3. Must have been characterized with conduct unbecoming as stated in the Bylaws of Zeta Phi Rho Fraternity. (see Bylaws of Zeta Phi Rho Fraternity Constitution – Bylaw 6).
4. Must have marred the values and ideas that are manifested in the Letters, Doctrines, and Constitution of Zeta Phi Rho Fraternity.

5. Guidelines to Appeal declined status are outlined in the Bylaws of Zeta Phi Rho Fraternity (see Section 4).

**(ii.) Rights and Privileges:**

*Loses all Rights and Privileges that he has earned as an Active*

1. Will be stripped of the official and traditional Letters of Zeta Phi Rho Fraternity.
2. Will not be able to re-establish himself as a member of Zeta Phi Rho Fraternity.

Associate

**(i.) Requirements:**

1. Must attend or have attended, if regaining status, a university or college that is in the process of or has properly established a Zeta Phi Rho Fraternity chapter.
2. Must be invited to be an Associate for Zeta Phi Rho Fraternity after being deemed acceptable according to the properly established Zeta Phi Rho Fraternity chapter of his respective university or college.
3. Associated must be elected by an open simple majority of the properly established Zeta Phi Rho Fraternity chapter of his respective university or college.
4. Associated will be subject to the rules and traditions of Zeta Phi Rho Fraternity and the provisions set by the Associate Educator of the properly established Zeta Phi Rho Fraternity chapter of his respective university or college.

Section 2. All members seeking Alumni, Affiliate, Inactive (of good standing), or reestablishment to Active, Affiliate, or Inactive (of good standing) status must petition for status according to the Guidelines to Petition (see Bylaws of Zeta Phi Rho Fraternity Constitution – Bylaw 7). The Executive Board shall determine the status of the member through voting procedures prescribed in the Constitution of Zeta Phi Rho Fraternity.

Section 3. Enforcement of procedures of forced Inactive or De-active status is stated in the Bylaws of Zeta Phi Rho Fraternity (see Bylaws of Zeta Phi Rho Fraternity Constitution – Bylaw 8).

Section 4. All members declining Alumni, Active, Affiliate, Inactive (of good standing) status or designated to Inactive (of bad standing) or De-active status may appeal their status according to the Guidelines to Appeal stated in the Bylaws of Zeta Phi Rho Fraternity (see Bylaws of Zeta Phi Rho Fraternity Constitution – Bylaw 9).

Section 5. ~~Transferring students from an accredited junior college are open to membership with Zeta Phi Rho Fraternity. However, acceptance only occurs upon completion of his term at his respective junior college.~~

Article IV. Officers:

- Section 1. The elected officers of Zeta Phi Rho Fraternity shall be: President, Vice-President, Secretary, Treasurer, Associate Educator and the Distinguished Council Representative(s).
1. The duties of the elected officers are prescribed in the Bylaws of Zeta Phi Rho Fraternity (see Bylaws of Zeta Phi Rho Fraternity Constitution – Bylaw 10).
  2. Terms for the President, Vice-President, Secretary, Treasurer and Associate Educator shall be for one school year and a maximum of two terms (either in or not in succession). Terms for the Distinguished Council Representative(s) shall be two years from July to June.
  3. All elected board officers shall be collectively named the Executive Board to be chaired by the President.
  4. In the event of a vacancy by permanent incapacitation, resignation, or removal, the line of successions for the Presidency for the remainder of the former President's term will be as follows: Vice-President, Secretary, Treasurer, and Associate Educator. In the event of a vacancy by permanent incapacitation, resignation, or removal in the offices of Vice-President, Secretary, Treasurer, Associate Educator, and Distinguished Council Representatives, those vacant offices shall be filled by election at the next general assembly meeting.
  5. Members may not run for nor hold more than one elected position unless deemed necessary and proper by consensus of the Chapter's Executive Board and members hold positions under good faith as not to abuse the powers held responsible to them.
- Section 2. The appointed officers of Zeta Phi Rho Fraternity shall be the chairpersons of the following committees: Academic, Alumni, Brotherhood Development, Historian, Philanthropy, Public Relations, Rush, Sergeant-at-Arms, and Social.
1. The appointed officers shall be established by the Executive Board.
  2. The duties of the appointed officers are prescribed in the Bylaws of Zeta Phi Rho Fraternity.

Article V. Committees:

- Section 1. Membership to a minimum of one Committee of Zeta Phi Rho Fraternity shall be limited to Actives and Affiliates who do not hold an elected or appointed office.
- Section 2. Membership to a Committee of Zeta Phi Rho Fraternity shall be mandatory for all Actives and Affiliates who do not hold an elected or appointed office.
- Section 3. Once an Active or Affiliate has become a Committee member he is under mandate to fulfill his Committee membership for one school calendar year or consequences stated in the Bylaws of Zeta Phi Rho Fraternity shall be executed (see Bylaws of Zeta Phi Rho Fraternity Constitution – Bylaw 11).

Article VI. Distinguished Council:

- Section 1. Shall consist of two delegates from each chapter of Zeta Phi Rho Fraternity who are elected by the general body of their respective chapters.
1. Membership to the Distinguished Council shall be limited to preferably one Active and one Alumni of Zeta Phi Rho Fraternity who serve no more than two terms.

- 2. One Distinguished Council Member shall be elected each year.
- Section 2. Shall have appellate jurisdiction over all disputes involving each Chapter of Zeta Phi Rho Fraternity.
- Section 3. Must take care in keeping and obtaining written current information regarding each Chapter of Zeta Phi Rho Fraternity.
- Section 4. Shall have the authority to amend, enact, or repeal statutes and laws in the Constitution of Zeta Phi Rho Fraternity.

(See Bylaws of Zeta Phi Rho Fraternity Constitution – Bylaws 12-17 for more details on the Distinguished Council)

Article VII. Meetings:

- Section 1. The General Assembly shall consist of all Active, Affiliate, Inactive (of good standing) and Alumni members of any given chapter of Zeta Phi Rho Fraternity.
  - 1. The General Assembly meetings shall be held weekly.
- Section 2. The Cabinet shall consist of the Executive Board and appointed officers of any given chapter of Zeta Phi Rho Fraternity.
  - 1. Cabinet meetings shall be held once a week.
  - 2. The Cabinet will discuss and address the issues concerning the status and overall welfare of their respective chapter of Zeta Phi Rho Fraternity. (i.e. recap and planning of events, etc).
- Section 3. Executive Board meetings shall be held once a month or when emergency meetings are called.
  - 1. The Executive Board will discuss and address the issues concerning the administration of their respective chapter of Zeta Phi Rho Fraternity (i.e. elections, petitions, etc).
- Section 4. Distinguished Council meetings shall be held once a month or when emergency meetings are called.
  - 1. The Distinguished Council will discuss and address the status and overall welfare of Zeta Phi Rho Fraternity undivided.

Article VIII. Voting Rights:

- Section 1. For each respective chapter of Zeta Phi Rho Fraternity, their General Assembly shall have open votes of simple majority to all proposals concerning funds, activities, events, and any other issues stated in the Bylaws of Zeta Phi Rho Fraternity excluding:
  - Bids Specifications outlined in Bylaws (see Bylaws of Zeta Phi Rho Fraternity Constitution – Bylaw 18).
  - Associate crossovers Specifications outlined in Bylaws (see Bylaws of Zeta Phi Rho Fraternity Constitution – Bylaw 19).
  - Election Need be closed and of simple majority.
  - Petition for Affiliate Status Need be open and unanimous by the Executive Board; otherwise, closed and of strong majority by the General Assembly.
  - Petition for Alumni Status Need be open and unanimous by the Executive Board; otherwise, closed and of strong majority by the General Assembly.

- Petition of Inactive Status (Good or Bad)      Need be open and unanimous by the Executive Board; otherwise, closed and of strong majority by the General Assembly.
- Petition for Reactivation      Need be open and unanimous by the Executive Board; otherwise, closed and of strong majority by the General Assembly.
- Deactivation      Specification outline in Bylaws (see Bylaws of Zeta Phi Rho Fraternity Constitution – Bylaw 20).

Section 2.      The Sergeant-at-Arms shall count all votes during the General Assembly Meetings and shall not vote.

Article IX.      Amendments to the Constitution:

Section 1.      Proposed amendments shall be submitted in writing to the Executive Board at the General Assembly meetings.

Section 2.      There shall be a waiting period of at least two weeks at the submission of the proposed constitutional amendment.

Section 3.      An open vote of strong majority by the general assembly shall be necessary to pass the proposed constitution to the Secretary.

1.      At the submission of the proposal to each chapter of Zeta Phi Rho Fraternity a vote of strong majority by each General Assembly shall be necessary to pass the proposed amendment to the Distinguished Council Delegates.
2.      At the submission of the proposal to the Distinguished Council an open vote of strong majority shall be necessary to pass the proposed constitution amendment.

Article X.      Impeachment:

Section 1.      For each seat on the Cabinet of the respective chapter of Zeta Phi Rho Fraternity, a closed vote of strong majority by the respective General Assembly is necessary.

Section 2.      For each seat on the Distinguished Council of Zeta Phi Rho Fraternity a closed vote of strong majority by the Council member’s respective General Assembly is necessary.

## THE BYLAWS OF THE ZETA PHI RHO FRATERNITY CONSTITUION

These Bylaws serve as a supplement to the Constitution of Zeta Phi Rho Fraternity and serve as specifics to define Sections within the Constitution.

### Article III. Membership:

#### Section 1. Bylaw 1.

##### Alumni

##### (i.) Requirements:

1. Details of review for status include but are not limited to:
  - a. Outstanding achievement on behalf of Zeta Phi Rho Fraternity.
  - b. Outstanding performance beyond the call of duty as an elected officer or committee member during his membership of Zeta Phi Rho Fraternity.
  - c. At least 80% attendance to all Zeta Phi Rho Fraternity sanctioned events.
  - d. Other explicit actions of the member in review deemed acceptable by the Executive Board.

#### Bylaw 2.

##### Active

##### (i.) Requirements:

1. Must attend at least 80% of all Zeta Phi Rho Fraternity sanctioned events.

#### Bylaw 3.

##### Affiliate

##### (i.) Requirements:

1. Reasons for petition for Affiliate status encompass but are not limited to these guidelines.
  - a. Personal issues including but not limited to family, self-well being, and or emotional, mental or physical sickness.
  - b. Financial issues including but not limited to academic tuition and/or self-well being.
  - c. Other Explicit issues deemed acceptable by the Executive Board.

#### Bylaw 4.

##### Senior Affiliate

##### (i.) Requirements:

1. A percentage of the current dues determined by the Executive Board must be paid to his respective chapter.
2. Reasons for petition for Senior Affiliate status encompass but are not limited to these guidelines.
  - a. Imminent graduation from his respective university or college within two semesters.
  - b. Participation in an internship during his final ear at his respective university or college.
  - c. Active search for employment upon graduation from his respective university or college.
  - d. Other explicit issues relating to but not limited to graduation deemed acceptable by the Executive Board.

## Bylaw 5.

*Inactive (of good standing – chooses to become inactive)*

(i.) Requirements:

1. Payment of dues is not required.

## Bylaw 6.

*De-active*

(i.) Requirements:

1. Conduct Unbecoming includes but is not limited to these categories:
  - a. Cheating in relation to academic, employment, or any other type of situation found to be unacceptable by the Executive Board.
  - b. Theft in relation to academic, employment, or any other type of situation found to be unacceptable by the Executive Board.
  - c. Perjury in relation to academic, employment, or any other type of situation found to be unacceptable by the Executive Board.
  - d. Any explicit act deemed detrimental to Zeta Phi Rho Fraternity by the Executive Board.

## Section 2.

## Bylaw 7.

Guidelines to petition for Alumni, Affiliate, Senior Affiliate, Inactive (of good standing) or re-establishment to Active, Affiliate, or Inactive (of good standing) status are as follows:

1. An official petition form must be filled out within one week and returned to the President of his respective chapter.
2. The Executive Board shall determine the status of the member following the guidelines of voting prescribed in the Constitution of Zeta Phi Rho Fraternity.

## Section 3.

## Bylaw 8.

Enforcement procedures to place a member to Inactive (of bad standing) or De-active status are as follows:

1. Upon monthly or yearly review, if a member is found to be in violation of any of the requirements of their status, charges must and will be filed by the reviewer.
2. Upon violation of any requirements of a member's status, charges must and will be filed by the witnessing member(s).
3. Charges will be reviewed by the Executive Board and status will be determined through vote (according to voting guidelines provided in the Zeta Phi Rho Fraternity Constitution).
4. Determined status shall be initiated immediately if no appeals are pending.
5. The Sergeant-at-Arms shall carry out the aforementioned duty.

## Section 4.

## Bylaw 9.

Guidelines to Appeal status rejection or placement are as follows:

1. An official appeal form must be filled out within one week and returned to the President of his respective chapter.
2. At the next General Meeting, the appeal shall be reviewed by members of the General Body.
3. If the General body deems it necessary to review the decision of the Executive Board, a judiciary hearing shall ensue. The General Body

shall follow the voting guidelines within the Constitution of Zeta Phi Rho Fraternity.

4. If a judiciary hearing is necessary, the Sergeant-at-Arms shall select a Judge from the General body and a Jury of five members consisting of random members from the General Body. The Executive Board, excluding Sergeant-at-Arms, shall act as the Prosecuting party. The member in question shall have the option of representing himself or choosing another member to represent him.
5. If the judiciary hearing confirms the decision of the Executive Board, the status is upheld unless the member in question wishes to appeal again.
6. If a judiciary hearing is unnecessary, the status deemed by the Executive Board is enacted unless the member in question wishes to appeal again.
7. If the member in question appeals again, the form of appeal is forwarded to the Distinguished Council and will be review upon the next Distinguished Council meeting.
8. The Distinguished Council shall determine and have final say over the status of the member in question.

Article IV.      Officers:  
Section 1.        Bylaw 10.

A. Duties of the elected offices are as follows:

1. President:
  - a. The President shall be the principal executive officer of the organization and shall preside at all meetings of the General Body and Executive Board.
  - b. The President shall be ultimately responsible for all actions taken by the members of the organization, representing the policies, views, and opinions of the organization in its relation with the campus and community at large.
  - c. In general, the President shall perform all duties related to the office of President and such other duties as may be prescribed by the Executive Board from time to time.
  - d. The President shall hold officer evaluations at the end of each semester during his term.
  - e. The President serves in the absence of all chairpersons during all events.
  - f. The President does not have the right to vote when holding a meeting.
2. Vice-President:
  - a. The Vice-President shall preside at the organization meetings in place of the President in the event of permanent incapacitation, resignation, inability or refusal to act, or removal from office.
  - b. The Vice-President shall perform all legal duties assigned by the President.
  - c. The Vice-President is responsible for all actions taken by all appointed committees.
  - d. The Vice-President does not have the right to vote when holding a meeting.

3. Secretary:
  - a. The Secretary shall keep the minutes of all organizational meetings, keep them on file, and submit the required copies to all members of the General Body as needed.
  - b. The Secretary shall be responsible for all organized correspondence and shall keep all copies on file.
  - c. The Secretary must keep all records and information with regards to each member.
  - d. The Secretary shall be responsible for issuing fines and recording excused or unexcused absences from all Zeta Phi Rho Fraternity sanctioned events.
  - e. The Secretary shall be in charge of issuing statuses to each member of his respective chapter.
  - f. The Secretary shall provide by the fourth General meeting a compiled list of all members of their respective chapter denoting each member's current status.
  - g. The Secretary is responsible to communicate with the Secretaries of all other chapters.
  - h. The Secretary shall inform all other chapters of the events taking place at his respective chapter.
  - i. The Secretary shall inform his respective chapter of events at other chapters.
  - j. The Secretary shall keep a list of all contact from each chapter.
4. Treasurer:
  - a. The Treasurer shall have charge and custody of and be responsible for all financial affairs and budgeting of the organization.
  - b. The Treasurer shall receive and give receipts for all moneys due and payable to the organization from any source whatsoever.
  - c. The treasurer shall maintain bank accounts in the name of the organization, requiring signatures of both the Treasurer and the President for authorized disbursements.
  - d. The Treasurer shall be in charge of collecting dues and payments from members and other outside agencies.
  - e. The Treasurer shall keep a balance sheet for every member.
  - f. The Treasurer shall report any delinquencies of payment to the Sergeant-at-Arms for Collection.
  - g. The Treasurer shall constantly have an updated ledger reflecting the balance of Zeta Phi Rho accounts.
5. Associate Educator:
  - a. The Associate Educator shall be responsible for the all actions taken by Associate members.
  - b. The Associate Educator shall be the main instructor for new Associate members.
  - c. The Associate Educator will oversee all programs involving Associate members and assure that all actions taken are for the good of the organization.
  - d. The Associate Educator, along with all other officers, will ensure that the chapter complies with all University regulations including the prohibition against hazing.
  - e. The Associate Educator shall be in charge of training the Associate Educator of the following term.

- f. The Associate Educator shall prepare and supply acceptance or rejection bids.
  - g. The Associate Educator shall prepare and distribute the Associate Handbook.
  - h. The Associate Educator shall be responsible for the presentation of Associates at all public events.
  - i. The Associate Educator shall be responsible for Associate evaluations.
  - j. The Associate Educator shall be responsible for presentation for Associates during the installation ceremonies.
- B. Duties of the appointed positions are as follows:
1. Academic Chair:
    - a. The Academic Chair shall be responsible for keeping track of the academic status of all members.
    - b. The Academic Chair shall be responsible for reporting all members who are on academic probation to the Executive Board for disciplinary actions.
    - c. The Academic Chair shall be responsible for keeping an updated list of recommended classes and teachers.
    - d. The Academic Chair shall be responsible for scheduling study hours for all Associates and members who are in vital need of assistance.
    - e. The Academic Chair shall be responsible for setting up tutorial sessions for those members who are in need of academic help.
  2. Alumni Chair:
    - a. The Alumni chair shall be responsible for keeping records of all alumni, including the address, phone number, employment, and other pertinent information.
    - b. The Alumni chair shall be responsible for informing all Alumni of present and future events regarding Zeta Phi Rho Fraternity.
    - c. The Alumni chair shall be responsible for all special events in recognition of Alumni and/or gifts/trophies to be rewarded to the Alumni for achievement, donations, etc.
  3. Brotherhood Development:
    - a. Brotherhood Development shall be in charge of all brotherhood development activities.
    - b. Brotherhood Development shall be in charge of the Big Brother/Little Brother program during the first week of the Associate Period.
    - c. Brotherhood Development shall be in charge of retreats and all-chapter retreats.
  4. Historian:
    - a. The Historian shall be responsible for all Zeta Phi Rho items, objects, historical material, and any other possessions that may have been accrued which hold symbolic meaning to events or historical landmarks to the fraternity.
    - b. The Historian shall be responsible for taking, developing and cataloguing all photographs at all Zeta Phi Rho events.
    - c. The Historian shall be required to compile a photo album containing events from the beginning to the end of his term.

- d. The Historian shall write a synopsis due on the last General meeting of his term containing a summary of all events during the term.
  - e. The Historian shall be responsible for bringing all needed historical items to issued events requiring items.
5. Philanthropy Chair:
- a. The Philanthropy Chair shall be responsible for all community service events on or around campus.
  - b. The Philanthropy Chair shall maintain community service events that exist; if none exist shall create and maintain one.
6. Public Relations Chair:
- a. The Public Relations Chair shall be responsible for all interaction with all outside agencies including the college or university, campus and non-campus organizations, and other college's or university's campus organizations.
  - b. The Public Relations Chair shall be responsible for all public speaking at all campus and outside organizations including speeches at exchanges and presentations.
  - c. The Public Relations Chair shall be responsible for creating and distributing fliers, brochures, etc. to campus and outside organizations.
  - d. The Public Relations Chair shall be responsible for promotions during Rush period.
7. Rush Chair:
- a. The Rush Chair shall be responsible and provide informational pamphlets for distribution to prospective Associate members.
  - b. The Rush Chair shall provide and schedule an agenda for all rush activities during the beginning of all rush periods.
  - c. The Rush Chair shall be in charge of the interviewing process for all prospective Associate members.
  - d. The Rush Chair shall form a committee of no less than five and no more than eight Active, Affiliate, and/or Alumni members that shall vote to extend or reject bids to prospective Associate members.
  - e. The Rush Chair shall present the list of prospective Associate members to the General Body at the next General meeting after completion of the interview process.
  - f. The Rush Chair shall create a Rush "theme" and create promotional material for and around campus and Rush T-shirts depicting the theme.
8. Sergeant-at-Arms:
- a. The Sergeant-at-Arms shall be responsible for keeping order at all meetings, General and Cabinet.
  - b. The Sergeant-at-Arms shall be responsible for counting all votes during any voting process.
  - c. The Sergeant-at-Arms shall not have the right to vote during any voting process unless the voting process pertains to him and the vote counting shall be passed to the President.
  - d. The Sergeant-at-Arms shall be responsible for collecting delinquent moneys due to the Fraternity.

9. Social Chair:
  - a. The Social Chair shall be responsible for all social functions in public and with other sororities and fraternities.
  - b. The Social Chair shall be responsible for acquiring a venue for all social functions, supply directions to the functions, and organize transportation.
  - c. The Social Chair shall be responsible for providing gifts at exchange and presentations.
  - d. The Social Chair shall be responsible for distributing a calendar of events at the second meeting of each semester or quarter.
- C. These duties are general descriptions and do not limit responsibilities delegated by the President as needed.
- D. All officers must present their predecessors a detailed report regarding their duties as an officer.
- E. All Cabinet members are required to attend all meetings.
- F. All Cabinet members are to report all events to the President and the Secretary.
- G. All Chairpersons are required to delegate work to their respective committees.

Article V. Committees:

Section 3. Bylaw 11.

Consequences for failure to perform Committee work

1. A fine amount to be determined by the Executive Board, shall be imposed on the member, payable at the next General meeting.
2. After three fines, the member is placed on probation and limited privileges shall be applied to the member.
3. After the probation, any infractions shall result in suspension from the fraternity for a period, set by the Executive Board.

Article VI. The Distinguished Council:

Bylaw 12.

General Organizational Structure

1. Shall be the supreme governing body of Zeta Phi Rho Fraternity.
2. Shall consist of two delegates from each chapter who act both on a judicial and representative capacity.
3. Shall have six Distinguished officers.
4. Shall appoint an Alumni Relations and Public Relations Representative.

Bylaw 13.

Conclaves

1. The meetings of the Distinguished Council are called Conclaves.
  - a. These conclaves normally last for one day in duration, and must convene once a month unless the Council votes by simple majority to meet at a later time.
  - b. The first two hours of each Conclave shall be closed and limited to Distinguished Council Members.
  - c. All deliberations and votes by the Distinguished Council shall be done behind closed doors and limited to Distinguished Council Members.
2. It has full appellate and supervisory jurisdiction over acts and decision of each chapter while in session.
3. All conclaves shall run according to an organized structure set by the Distinguished Prytanis.

## Bylaw 14.

## Powers of the Distinguished Council

1. The Distinguished Council is the ultimate source of authority in the Fraternity and exercises general and exclusive appellate jurisdiction over all subjects of the Fraternity legislation.
2. As the governing body of the Fraternity, the Distinguished Council has the power to enact, amend, or suspend laws.
3. No law is passed, amended or suspended except by strong majority.
4. By strong majority, it may grant charters to undergraduate chapters in qualified schools where Zeta Phi Rho Fraternity does not exist.
5. The Distinguished Council also supervises the housing affairs of the Fraternity, regulates its use, and authorizes or prohibits the sale thereof.
6. The Distinguished Council requires the Distinguished Officers to make reports and has the power to demand, inspect, and pass their records and accounts.

## Bylaw 15.

## Distinguished Officers

1. The six Distinguished Officers who compose the Distinguished Council are: The Distinguished Prytanis (President), Distinguished Epiprytanis (Vice-President), Distinguished Grammateus (Secretary), Distinguished Crysophylos (Treasurer), ~~and~~ Distinguished Histor (Historian), and Distinguished Hegemon.
2. The members of the Distinguished Council elect each of the Distinguished Officers for a term of one year.
  - a. The newly elected Distinguished Council members and the outgoing Distinguished Council members shall nominate members for the Distinguished Officer positions.
  - b. Nominations must be seconded.
  - c. Only Distinguished Council members who have served one year may be nominated for Prytanis and Epiprytanis.
  - d. Both outgoing and incoming Distinguished Council members shall vote for officers with one vote per chapter (the outgoing Distinguished Council members are defined as the Chapter representatives who had been in place prior to the election of the Executive Board of the upcoming year for a given Chapter, while the incoming Distinguished Council members are defined as the Chapter representatives who will be in place in the upcoming year).
  - e. Must be of simple majority.
  - f. In the event of a tie, vote shall go to the outgoing Distinguished Officers.
  - g. See Bylaw 17, points 2, 3, and 5 for further procedures.
3. In the event of a vacancy by permanent incapacitation, resignation, or removal, the line of succession for the Distinguished Prytanis shall be Distinguished Epiprytanis, Distinguished Grammateus, Distinguished Crysophylos, ~~and~~ Distinguished Histor, and Distinguished Hegemon. All subordinate positions that are made vacant shall be reelected at the earliest meeting of the Distinguished Council.

4. In addition to the specific executive duties for the Distinguished Officers, the six officers constitute the Board of Directors of the Fraternity.
  - a. In this capacity, they perform all the duties prescribed by the statutes regulating branches – the Distinguished Prytanis serving as ex-officio President of the branches.
  - b. The Distinguished Prytanis presides over the Distinguished Council and the conclaves of the Distinguished Council. He has the power to call meetings of the Distinguished Council whenever deemed necessary, and may submit questions to a referendum vote of the Council members when not in session.

Bylaw 16.

The Dual Role of Council Members

1. All council members act as representatives of their respective chapters and judicial interpreters of the constitution.
2. In the event of a constitutional amendment council members have the duty to vote according to the wishes of the general body of their respective chapters. Each Chapter has one vote on constitutional amendments.
3. When it is necessary to interpret the meaning of the constitution, council members act as judicial interpreters and each council member shall have one vote. The Distinguished Prytanis shall delineate when a vote is to be made as representatives (biased vote: 1 vote per chapter) or as judicial interpreters.

Bylaw 17.

Voting Rules of the Distinguished Council

1. On those issues not mentioned in other parts of the constitution, a vote of simple majority is needed to pass any decision of the council.
2. No abstentions are allowed and every member of the Council is expected to vote no matter what position they hold in the Council.
3. The votes of those who refuse to vote shall be given to the Distinguished Prytanis to vote in their capacity.
4. Absentee votes, votes of Chapters not present at the time of voting, will not be counted.
5. If there is an unbiased deadlock, the vote shall be forwarded to the Distinguished Officers.
6. If there is a biased deadlock, the vote shall be forwarded to the Executive Officers of each chapter.

Article VIII    Voting Rights:

Section 1.    Bylaw 18.

Bids

1. If an appeal or petition is presented after the Rush Chair Committee has voted on bids, there will be a vote within the General Body to close any dispute.
2. The vote of the General body need be open and of strong majority.

Bylaw 19.

Associate Crossover

1. Need be closed and unanimous.
2. If there are no appeals or petitions, vote stands.

3. If there are appeals or petitions, the minority party must explain their vote to the General Assembly.
4. Final vote need be open and unanimous.

Bylaw 20.

De-Activation

1. Need be open and unanimous by the Executive Board.
2. If there is no appeal by member in question, vote stands.
3. If the member in question appeals, vote is brought to the General Body.
4. The General Body vote need be closed and of strong majority.
5. If there is no appeal by member in question, vote stands.
6. If the member in question appeals, vote is brought to the Distinguished Council.
7. The Distinguished Council vote need be open and of strong majority.

These are the Bylaws of the Zeta Phi Rho Fraternity Constitution. Only the Distinguished Council can authorize changes and/or additions.