



**Kappa Alpha Psi Fraternity, Inc.<sup>®</sup>**  
**THE CONSTITUTION & STATUTES**  
**2019 EDITION**

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**The Constitution and Statutes of Kappa Alpha Psi Fraternity, Inc.  
As amended at the 84th Grand Chapter Meeting - 2019**

**GLOSSARY | CONSTITUTION | STATUTES**

**The Constitution of Kappa Alpha Psi**

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## GLOSSARY

**50-Year Member:** A Kappa Man who has attained 50-Year membership in the Fraternity.

**Alumni Association:** A unit composed of at least five but fewer than ten sustaining alumni members who reside in a specific geographic region where there are no alumni chapters present.

**Awards:** The major awards of Kappa Alpha Psi are:

- *Laurel Wreath:* An award available on a competitive basis to members in good standing with the Fraternity for extra meritorious achievements as defined in The Statutes of Kappa Alpha Psi.
- *Elder Watson Diggs Award:* An award available on a competitive basis to members in good standing with the Fraternity for meritorious achievements as defined in The Statutes of Kappa Alpha Psi.
- *Guy Levis Grant Award:* An award available on a competitive basis to undergraduate members in good standing with the Fraternity for meritorious achievements as defined in The Statutes of Kappa Alpha Psi.
- *Byron Kenneth Armstrong Award:* An award available on a competitive basis to undergraduate members in good standing with the Fraternity for outstanding academic achievement.
- *Paul Waymond Caine Award:* An award available on a competitive basis to alumni chapters for outstanding achievements.
- *Edward Giles Irvin Award:* An award available on a competitive basis to undergraduate chapters for outstanding achievements.

**Board of Directors:** An elected body of an alumni association, chapter or province, respectively, that represents them in legal matters, and acts on their behalf between their meetings.

**Chapters:** The chapters of Kappa Alpha Psi are:

- *Undergraduate Chapter:* A unit authorized by the Grand Board of Directors or at a Grand Chapter meeting. It consists of at least seven active undergraduate members.
- *Alumni Chapter:* A unit authorized by the Grand Board of Directors or at a Grand Chapter meeting. It consists of at least ten sustaining alumni members.
- *Intermediate Chapters:* Chapters chartered at degree granting professional or post-graduate institutions that generally require entering students to have earned a bachelor's degree as a condition of admission.

**Chapter Officers:** The principal officers of a chapter or alumni association of Kappa Alpha Psi are:

- *Polemarch:* The elected chief executive officer.
- *Vice Polemarch:* An elected officer responsible for performing some of the duties of the Polemarch in his absence.
- *Keeper of Records:* An elected officer primarily responsible for; [i] keeping records, [ii] conducting correspondence, and [iii] signing warrants for the payment of funds.
- *Keeper of Exchequer:* An elected officer who serves as the treasurer and pays out funds only in accordance with duly approved warrants.
- *Historian:* An elected officer primarily responsible for; [i] collecting and preserving historical information about a chapter, and [ii] publishing a chapter history.
- *Strategus:* An elected officer primarily responsible for guarding approaches to a chapter meeting.
- *Lieutenant Strategus:* An elected officer primarily responsible for assisting the Strategus.

- *Reporter:* An elected officer primarily responsible for collecting, preparing and forwarding local news for inclusion in the Kappa Alpha Psi Journal to its Editor.

**Chapter Recall:** The undergraduate chapter letters have been permanently removed. The chapter letters are no longer assigned to the college/university.

**Chapter Revoked:** The undergraduate chapter letters have been deactivated. The chapter letters can be reactivated per Grand Board approval.

**Charter Member:** A person credited with establishing a chapter or alumni association of Kappa Alpha Psi.

**Commissions:** The principal Fraternity commissions are

- *Achievement Commission:* A standing committee of 13 members appointed by the Grand Polemarch primarily responsible for administering the awards of the Fraternity other than the Laurel Wreath.
- *Laurel Wreath Commission:* A standing committee of 13 members appointed by the Grand Polemarch primarily responsible for administering the Laurel Wreath.
- *Publicity and Publications Commission:* A standing committee composed of the Grand Historian and four members appointed by the Grand Polemarch. It is responsible for; [i] developing public relations policies, [ii] developing Fraternity publication policies, and [iii] performing other duties required by The Statutes of Kappa Alpha Psi.

**Confidential Bulletin:** An official publication of Kappa Alpha Psi containing information intended only for members that the Executive Director circulates in accordance with The Statutes of Kappa Alpha Psi.

**Constitution of Kappa Alpha Psi:** Compilation of the fundamental rules governing Kappa Alpha Psi.

**Councils:** The principal councils of Kappa Alpha Psi are:

- *Council of Past Grand Polemarchs:* A committee composed of the living Past Grand Polemarchs that can advise the Fraternity on any issues it deems important.
- *Council of Province Polemarchs:* A committee composed of the Senior Grand Vice Polemarch [its chairman] and the several Province Polemarchs. Its principal function is to provide input to the Executive Committee and the Grand Board that will enhance the efficiency of the Fraternity.
- *Council of Junior Province Vice Polemarchs:* A committee composed of the several Junior Province Vice Polemarchs and the undergraduate members of the Grand Board, whose chairman is the Junior Grand Vice Polemarch. Its principal focus is upon issues affecting undergraduate members while learning the operations of the Fraternity. It can provide input to the Executive Committee and the Grand Board that will improve the operation of the Fraternity.
- *Council of Senior Province Vice Polemarchs:* A committee composed of the several Senior Province Vice Polemarchs and chaired by the Senior Grand Vice Polemarch. Its principal functions are to learn the operations of the Fraternity and to provide input to the Council of Province Polemarchs to assist with improving the efficiency of the Fraternity.

**Executive Committee:** A committee of the Grand Board of Directors composed of the Grand Polemarch, Senior Grand Vice Polemarch, Junior Grand Vice Polemarch and Grand Keeper of Records and Exchequer.

**Executive Director:** A full time employee responsible for supervising the International Headquarters staff and performing other duties incident to the welfare of Kappa Alpha Psi.

**Faculty Advisor:** A member of a college or university staff or faculty appointed to serve as a liaison between a college or university and an undergraduate chapter of Kappa Alpha Psi.

**Founder:** A man credited with establishing the Kappa Alpha Psi Fraternity.

**General Counsel:** An attorney appointed by the Grand Polemarch subject to the approval of the Grand Board of Directors who advises Kappa Alpha Psi on legal matters.

**Grand Board of Directors:** A body elected by the members of the Grand Chapter responsible for supervising and acting upon matters of Kappa Alpha Psi between meetings of the Grand Chapter.

**Grand Chapter:** The supreme governing body of Kappa Alpha Psi.

**Guide Right:** The national service program of Kappa Alpha Psi.

**In Good Standing:** Meeting all the terms and requirements for active participation and the unconditional exercise of all rights and privileges that are conferred by chartering or initiation.

**International Headquarters:** The central office of Kappa Alpha Psi.

**Kappa Alpha Psi Journal Editor:** A member in good standing with the Fraternity who may be paid a stipend for publishing the Kappa Alpha Psi Journal in accordance with The Statutes of Kappa Alpha Psi.

**Life member:** A member who has not been expelled or suspended, and is not on probation and has paid the life membership fee approved at a Grand Chapter meeting.

**Members:** Men initiated into the Fraternity in accordance with The Ritual of Kappa Alpha Psi and who are registered at the International Headquarters. The eight classes of members are -

- *Active Undergraduate Member:* A student pursuing a degree at a college or university who has been a member for fewer than 54 months. He has paid all dues and assessments for undergraduate members approved; [i] at a Grand Chapter meeting and a Province Council having jurisdiction over his undergraduate chapter of affiliation; and [ii] by his undergraduate chapter of affiliation.
- *Associate Undergraduate Member:* A student pursuing a degree at a professional or graduate school where there is not an undergraduate chapter, or a student pursuing a degree at a college or university who has been a member for at least 54 months. He pays all dues and assessments for alumni members approved; [i] at a Grand Chapter meeting and a Province Council having jurisdiction over his undergraduate chapter of affiliation; and [ii] by his undergraduate chapter of affiliation. He cannot hold any undergraduate chapter office without the prior approval of the Executive Committee. He cannot compete with active undergraduate members for any national or Province office reserved for undergraduate members. He can become a candidate for any national or Province office not reserved for an undergraduate member.
- *Intermediate Undergraduate Member:* A student pursuing a degree at a professional or graduate school where there is an undergraduate chapter and who has never affiliated with an alumni unit. He pays all dues and assessments for undergraduate members approved; [i] at a Grand Chapter meeting and a Province Council having jurisdiction over his undergraduate chapter of affiliation,

and [ii] by his undergraduate chapter of affiliation. He cannot compete with active undergraduate members for any national or Province office reserved for an undergraduate member. He can become a candidate for any national or Province office not reserved for an undergraduate member.

- *Inactive Undergraduate Member:* A student who has been a member for fewer than 54 months. He has not paid all dues and assessments for undergraduate members approved; [i] at a Grand Chapter meeting and a Province Council having jurisdiction over his undergraduate chapter of affiliation, and [ii] by his undergraduate chapter of affiliation. He cannot become a candidate for any national, Province or local chapter office or any award of Kappa Alpha Psi.
- *Associate Alumni Member:* A student who has been a member for fewer than 54 months but cannot affiliate with an undergraduate chapter because there is no undergraduate chapter at his institution or in his immediate vicinity. He pays all dues and assessments for undergraduate members approved; [i] at a Grand Chapter meeting and a Province Council having jurisdiction over his alumni unit of affiliation, and [ii] by his alumni unit of affiliation. He cannot hold any alumni unit office without the prior approval of the Executive Committee. He cannot compete with active undergraduate members for any national or Province office reserved for an undergraduate member. He can become a candidate for any office not reserved for an undergraduate member.
- *Non-sustaining Alumni Member:* A non-student or a student who has been a member for at least 54 months. He has not paid all dues and assessments for alumni members approved; [i] at a Grand Chapter meeting and a Province Council having jurisdiction over his alumni unit of affiliation, and [ii] by his alumni unit of affiliation. He cannot become a candidate for any national, Province or local chapter office or any award of Kappa Alpha Psi.
- *Supporting Alumni Member:* A non-student who has not paid all dues and assessments approved at a Grand Chapter meeting for alumni members for at least five years. He may pay a special fee approved at a Grand Chapter meeting for alumni members.
- *Sustaining Alumni Member:* A non-student or a student who has been a member for at least 54 months. He has paid all dues and assessments required for alumni members approved; [i] at a Grand Chapter meeting and a Province Council having jurisdiction over his alumni unit of affiliation, and [ii] by his alumni unit of affiliation.

**National Officers:** Officers elected by the members of the Grand Chapter –

- *Grand Polemarch:* The elected chief executive officer of Kappa Alpha Psi.
- *Senior Grand Vice Polemarch:* An elected national officer who is a member and chairman of the Council of Province Polemarchs, chairman of the Senior Province Vice Polemarchs Council, and responsible for performing some of the duties of the Grand Polemarch in his absence.
- *Junior Grand Vice Polemarch:* An elected national officer who is an active undergraduate member and is a member and chairman of the Junior Province Polemarchs Council, and the highest undergraduate official of Kappa Alpha Psi.
- *Grand Keeper of Records and Exchequer:* An elected national officer who serves as the chief financial officer of Kappa Alpha Psi and is responsible for the fiscal and corporate records of Kappa Alpha Psi.
- *Grand Board Members:* Six elected members, three alumni and undergraduate, serving as voting members on the Grand Board of Directors.
- *Grand Historian:* An elected national officer primarily responsible for collecting, preserving and publishing materials relating to the origin and development of Kappa Alpha Psi.
- *Grand Strategus:* An elected national officer who is an active undergraduate member primarily responsible for guarding approaches to Grand Chapter meetings.
- *Grand Lieutenant Strategus:* An elected national officer who is an active undergraduate member primarily responsible for assisting the Grand Strategus in guarding approaches to Grand Chapter meetings.
- *Grand Chapter Nominating Committee Chairman:* An elected national officer responsible for

managing the nominating process of Kappa Alpha Psi.

**Province:** A grouping of chapters and alumni associations of Kappa Alpha Psi to facilitate national administration and continuing fellowship.

**Province Polemarch:** A sustaining alumni member appointed by the Grand Polemarch as the chief administrative officer of a Province.

**Province Officers:** Officers elected by the voting delegates at a Province Council are:

- *Senior Province Vice Polemarch:* An elected Province officer responsible for performing some of the duties of a Province Polemarch in his absence.
- *Junior Province Vice Polemarch:* An elected Province officer who is an active undergraduate member responsible for performing some of the duties of a Province Polemarch in the absence of the Province Polemarch and the Senior Province Vice Polemarch.
- *Province Keeper of Records:* An elected Province officer primarily responsible for; [i] keeping records, [ii] conducting correspondence, and [iii] signing warrants for the payment of Province funds.
- *Province Keeper of Exchequer:* An elected Province officer who serves as its treasurer and pays out Province funds only in accordance with duly approved warrants.
- *Province Historian:* An elected Province officer primarily responsible for; [i] collecting and preserving historical information about a Province; and [ii] publishing a Province history.
- *Province Strategus:* An elected Province officer who is an active undergraduate member responsible for guarding approaches to meetings of the members of a Province or a Province Board of Directors meeting.
- *Province Lieutenant Strategus:* An elected Province officer who is an active undergraduate member responsible for assisting the Province Strategus.
- *Province Reporter:* An elected officer primarily responsible for collecting, preparing and forwarding regional news for inclusion in the Kappa Alpha Psi Journal to its Editor.

**Ritual of Kappa Alpha Psi:** The secret rites and ceremonial forms of Kappa Alpha Psi.

**Senior Kappa:** A member whose actual age is 60 years or older.

**Statutes of Kappa Alpha Psi:** Laws enacted at Grand Chapter meetings that amplify provisions of The Constitution of Kappa Alpha Psi.

**Subscribing Life Member:** A member who has not been expelled or suspended, and is not on probation and has executed an agreement to pay the life membership fee approved at a Grand Chapter meeting over a stipulated period of time.

**Undergraduate Chapter Advisor:** A sustaining alumni member appointed by a Province Polemarch to assist one or more undergraduate chapters with the management of their affairs and the maintenance of good relations with college authorities.

**Warrant:** A written document authorizing a Keeper of Exchequer to pay funds of a chapter or alumni association. It must be signed by the Polemarch and the Keeper of Records of the chapter or alumni association and retained in the files of the Keeper of Exchequer.



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# The Constitution of Kappa Alpha Psi

## ARTICLE I. NOMENCLATURE

**Section 1.** The organization shall be the Kappa Alpha Psi Fraternity, Inc. [hereinafter also referred to as Fraternity] with jurisdiction throughout the world over all Provinces, Chapters, alumni association and members in good standing wherever so located.

## ARTICLE II. OBJECTIVES

**Section 1.** The objectives of the Fraternity shall be:

- A. To unite college men of culture, patriotism and honor in a bond of fraternity;
- B. To encourage honorable achievement in every field of human endeavor;
- C. To promote the spiritual, social, intellectual and moral welfare of its members;
- D. To assist the aims and purposes of colleges and universities; and
- E. To inspire service in the public interest.

## ARTICLE III. ORGANIZATION AND GOVERNMENT

**Section 1.** The governing levels of the Fraternity shall be – [i] the National Level composed of the Grand Board of Directors, the elective national officers and voting members in attendance at a Grand Chapter meeting; [ii] the Province Level composed of the Province boards of directors, Province officers, voting members in attendance at a Province Council and the chapters and alumni associations assigned to a Province; and [iii] the Chapter Level composed of the chapter and alumni association boards of directors, chapter and alumni association officers and the voting members of the chapters and alumni associations.

**Section 2.** The elective national officers of the Fraternity shall be; [i] a Grand Polemarch, [ii] a Senior Grand Vice Polemarch, [iii] a Junior Grand Vice Polemarch, [iv] a Grand Keeper of Records and Exchequer, [v] a Grand Historian, [vi] a Grand Strategus, [vii] a Grand Lieutenant Strategus, [viii] a Grand Chapter Nominating Committee Chairman, and [ix] members of the Grand Board of Directors who hold no other elective national office.

**Section 3.** There shall be a Ritual of Kappa Alpha Psi for use throughout the Fraternity. The Grand Board of Directors shall be responsible for revising the Ritual. Amendments to the Ritual shall require the approval of three fourths of the voting members attending a Grand Chapter meeting, present and voting. Any chapter, alumni association or member who divulges the contents of the Ritual without the authorization of the affirmative vote of three fourths of the members attending a Grand Chapter meeting, present and voting, or the affirmative vote of the entire Grand Board of Directors shall be subject to disciplinary action by the Fraternity.

**Section 4.** The laws of the Fraternity and the order of precedence shall be; [i] The Constitution of Kappa Alpha Psi [also hereinafter referred to as Constitution], [ii] The Statutes of Kappa Alpha Psi [also hereinafter referred to as Statutes], [iii] The Ritual of Kappa Alpha Psi [also hereinafter referred to as Ritual], and [iv] such other regulations as may be established by the Grand Board of Directors [also hereinafter referred to as Fraternity Regulations].

## ARTICLE IV. THE GRAND CHAPTER

**Section 1.** The Grand Chapter of Kappa Alpha Psi shall consist of a quorum of its members as hereinafter specified, convened according to the Statutes, provided the interval between regular sessions fixed by a Statute shall not exceed twenty-seven months.

**Section 2.** The Grand Chapter of Kappa Alpha Psi shall be the supreme governing power of the Fraternity. The actions at a Grand Chapter meeting shall be binding on all chapters, alumni associations and members of the Fraternity.

**Section 3.** The general powers of the Grand Chapter shall include the power to; [i] effectuate its own government; [ii] enact uniform laws for governing the Fraternity; [iii] elect, qualify and define the duties and authorities of the officers of Provinces, chapters and alumni associations; [iv] determine the conditions of initial and continuing Fraternity membership; [v] issue (and withdraw) charters to (and from) chapters and alumni associations; and [vi] perform such other duties as specifically required by the Constitution and Statutes.

**Section 4.** Legislation by the Grand Chapter that amplifies the Constitution and is permanent in character is The Statutes of Kappa Alpha Psi.

**Section 5.** *The members of the Grand Chapter shall be: [i] the charter members of the **Indiana University Chapter, the Alpha of Kappa Alpha Psi (NC)**, namely Elder W. Diggs, Byron K. Armstrong, John M Lee, Ezra D. Alexander, Guy L. Grant, Paul W. Caine, Henry T Asher, Marcus P. Blakemore, Edward G. Irvin and George W. Edmonds (all in Chapter Invisible); [ii] the past Grand Polemarchs, [iii] the elected national officers of the Fraternity, [iv] the Province Polemarchs, and [v] the delegates or alternate delegates of the several Provinces, chapters, and alumni associations.*

**Section 6.** Each chapter shall have the right to representation by three delegates to the Grand Chapter or three alternate delegates to serve in the absence of the delegates.

**Section 7.** Each Province shall have the right to representation by three delegates to the Grand Chapter or three alternate delegates to serve in the absence of delegates.

**Section 8.** Each alumni association shall have the right to representation by one delegate to the Grand Chapter or one alternate delegate to serve in the absence of the delegate.

**Section 9.** Each chapter or Province shall have the right to representation by proxy, provided, no member of the Grand Chapter shall vote the proxy of more than one chapter or Province.

**Section 10.** Each living Past Grand Polemarch, each elected national officer, and each Province Polemarch when present in person shall have the right to one vote in the Grand Chapter.

**Section 11.** Each Province and chapter shall have the right to three votes in the Grand Chapter, as follows; [i] a single delegate, three votes; [ii] each of two delegates, one and one half votes; and [iii] each of three delegates, one vote.

**Section 12.** The presence of 75 members of the Grand Chapter shall constitute a quorum for conducting business at any session of the Grand Chapter.

## **ARTICLE V. THE GRAND BOARD OF DIRECTORS**

**Section 1.** The Grand Board of Directors [hereinafter also referred to as Grand Board] shall have the power to supervise and act upon all Fraternity matters arising between consecutive meetings of the Grand Chapter.

**Section 2.** The Grand Board shall consist of ten members as follows; [i] the Grand Polemarch, who shall be the chairman, [ii] the Senior Grand Vice Polemarch, who shall be the first vice chairman, [iii] the Junior Grand Vice Polemarch, who shall be the second vice chairman, [iv] the Grand Keeper of Records and Exchequer, [v] three members from undergraduate chapters who hold no other elective national office, and [vi] three members from alumni chapters who hold no other elective national office.

**Section 3.** The six members of the Grand Board of Directors who hold no other elective national office shall be elected at each successive Grand Chapter meeting and shall serve for one term.

**Section 4.** Seven of the ten members of the Grand Board shall constitute a quorum.

**Section 5.** The Grand Board shall have the power, by majority vote, to fill any vacancy caused by the death, resignation or removal of any national officer. The member elected for such vacancy shall serve until his successor is elected and qualified at the next regular Grand Chapter meeting.

**Section 6.** The Grand Board shall have the power to establish such procedures or regulations as are necessary for the successful conduct of Fraternity affairs, but not in conflict with the Constitution, Statutes or Ritual.

**Section 7.** The Grand Board shall have the power, by an eight-tenth affirmative vote, to remove any national, Province, chapter or alumni association officer for; [i] malfeasance in office, [ii] neglect of duty, or [iii] other offenses against the laws, dignity or interest of Kappa Alpha Psi.

**Section 8.** The Grand Board shall have the power to suspend or revoke the charter of any chapter or alumni association.

**Section 9.** The Grand Board shall have the power to suspend or expel any member of the Fraternity in accord with the Statutes.

**Section 10.** All chapters, alumni associations or members are subject to disciplinary action and shall have such rights and privileges as prescribed by the Constitution, Statutes, Pronouncement on Hazing, and rules and regulations promulgated thereto.

**Section 11.** The Grand Board shall have the responsibility and authority to outline, program, and make plans and arrangements for all sessions of a Grand Chapter meeting. However, it may delegate certain responsibilities and authorities, provided it shall not delegate complete and direct charge of planning and conducting business aspects of the program and the coordination of these aspects with all other activity.

**Section 12.** The Grand Board shall have the power to enter contractual relationships and to represent the Fraternity in such legal matters as arise.

**Section 13.** The Grand Board of Directors shall have the authority and responsibility to delegate certain responsibilities to the Executive Director and International Headquarters Staff, as appropriate, for the successful conduct of fraternity affairs but not in conflict with the Constitution, Statutes and Rituals of Kappa Alpha Psi.

## **ARTICLE VI. THE EXECUTIVE COMMITTEE**

**Section 1.** There shall be an Executive Committee of the Grand Board [hereinafter also referred to as Executive Committee]. It shall consist of; [i] the Grand Polemarch, who shall be the chairman; [ii] the Senior Grand Vice Polemarch; [iii] the Junior Grand Vice Polemarch; and [iv] the Grand Keeper of Records and Exchequer.

**Section 2.** The Executive Committee shall give active and continuous supervision to the International Headquarters and administer the field operations of the Fraternity during intervals between meetings of the Grand Board. It shall be accountable to the Grand Board.

**Section 3.** The Executive Committee shall set forth such written procedures and controls as are necessary to efficient directions and coordination of operations. It shall delineate the duties of the several functionaries and organizational divisions under its supervision, and maintain such line and staff relationships as shall facilitate the programs and purposes of Kappa Alpha Psi.

**Section 4.** The Executive Committee shall meet with such regularity and at such intervals as determined by Statute.

**Section 5.** The Executive Committee shall employ International Headquarters staff for such positions authorized by the members of the Grand Chapter or the Grand Board, in accordance with such conditions as shall be prescribed by the Statutes.

**Section 6.** The Executive Committee shall prepare the annual operating budget for consideration by the Grand Board.

**Section 7.** The Executive Committee shall fix the bond of; [i] the Executive Director; [ii] the Grand Keeper of Records and Exchequer; and [iii] such other persons who are empowered to handle the funds of Kappa Alpha Psi.

**Section 8.** The Executive Committee shall receive and investigate petitions for the chartering of chapters and for the initiation of persons by alumni chapters. It shall submit its findings and recommendations to the Grand Board for final action in accordance with the Statutes.

**Section 9.** The Executive Committee shall design or supervise the designing, manufacturing and distribution of Fraternity insignia, subject to contractual agreements previously entered into by the Grand Board.

**Section 10.** The Executive Committee shall supervise the installation of uniform bookkeeping and fiscal reporting systems by all undergraduate chapters, and the uniform recording of minutes, historical data and pre-designated statistics by chapters and Provinces.

**Section 11.** The Executive Committee shall have the authority and responsibility to delegate certain responsibilities to the Executive Director and International Headquarters Staff, as appropriate, for the

successful conduct of fraternity affairs but not in conflict with the Constitution, Statutes and Rituals of Kappa Alpha Psi.

## **ARTICLE VII. PROVINCES**

**Section 1.** The chapters and alumni associations of the Fraternity shall be grouped geographically into areas to be known as Provinces with such boundaries as the members of the Grand Chapter shall fix by the Statutes.

**Section 2.** The designation of the various Provinces of this Fraternity shall be according to geographical location as follows

- The Eastern Province of Kappa Alpha Psi
- The Southern Province of Kappa Alpha Psi
- The Northern Province of Kappa Alpha Psi
- The Western Province of Kappa Alpha Psi
- The Southwestern Province of Kappa Alpha Psi
- The Middle Eastern Province of Kappa Alpha Psi
- The Middle Western Province of Kappa Alpha Psi
- The East Central Province of Kappa Alpha Psi
- The Northeastern Province of Kappa Alpha Psi
- The South Central Province of Kappa Alpha Psi
- The Southeastern Province of Kappa Alpha Psi
- The North Central Province of Kappa Alpha Psi

**Section 3.** The Grand Board shall designate the Province to which a new chapter or alumni association shall belong.

**Section 4.** Each Province shall have one meeting each calendar year called a Council. The purposes of each Council shall be to; [i] provide inspirational social contact and renewal for the brothers assembled; [ii] foster activities; and [iii] provide a means whereby through resolutions, recommendations and petitions, large clusters of chapters and alumni associations can advise the Grand Board and the Grand Chapter on all policy and procedural matters of interest to them.

**Section 5.** All Provinces shall have the authority to fix the fees and assessments of its members. Such fees shall be subject to the Statutes governing the payment of fees and assessments to the Province and the Grand Chapter of Kappa Alpha Psi.

**Section 6.** Each chapter within a Province and in good financial standing with that Province and the Grand Chapter of Kappa Alpha Psi shall be entitled to representation by not more than three delegates or three alternate delegates at any Council. Each alumni association within a Province and in good financial standing with that Province and the Grand Chapter of Kappa Alpha Psi shall be entitled to representation by one delegate.

**Section 7.** Each chapter and alumni association described in Section 6 shall have the right to representation by proxy, provided no member shall vote the proxy of more than one chapter or alumni association.

**Section 8.** The elective officers of each Province shall be; [i] the Senior Province Vice Polemarch; [ii] the Junior Province Vice Polemarch; [iii] the Province Keeper of Records; [iv] the Province Keeper of Exchequer; [v] the Province Historian; [vi] the Province Strategus; [vii] the Province Lieutenant Strategus; [viii] Province Board of Directors; and [ix] such other officers as may be deemed necessary, all of whom, with the exception of the members of the Province Board of Directors elected from the floor at a Council shall be elected for a period of one year. Two of the members of the Province Board of Directors elected from the floor at a Council shall be limited to a one-year term. Additional elected Province Board members shall be limited to a three year term. All duly elected officers shall be inducted into office during the Council.

**Section 9.** Members of undergraduate chapters shall fill the elective offices of Junior Province Vice Polemarch, Province Strategus, and Province Lieutenant Strategus. Nothing in this section shall be interpreted to imply that members of undergraduate chapters may not hold other offices within a Province.

**Section 10.** The Province Board of Directors shall consist of at least seven members, as follows; [i] the Province Polemarch, who shall be chairman; [ii] the Senior Province Vice Polemarch; [iii] the Junior Province Vice Polemarch; [iv] the Province Keeper of Records; [v] the Province Keeper of Exchequer; and [vi] at least two other members elected from the floor of the Council, at least one of whom shall be a member of an undergraduate chapter. If the offices of Province Keeper of Records and Province Keeper of Exchequer are combined, three members of the Province Board of Directors shall be elected from the floor of the Council.

**Section 11.** Election to a Province Office shall be by majority affirmative ballot of the authorized representatives present and voting.

**Section 12.** The duties of the officers of each Province shall be such as appertain to their respective offices.

## **ARTICLE VIII. COUNCIL OF PROVINCE POLEMARCHS**

**Section 1.** There shall be a Council of Province Polemarchs of the Fraternity, composed of the several Province Polemarchs and the Senior Grand Vice Polemarch, who shall be its chairman. The chairman shall have primary responsibility for programming, coordinating, and conducting the meetings of the Council of Province Polemarchs, subject to the approval of the Grand Polemarch.

**Section 2.** The Vice Chairman, Secretary and Chaplain shall be elected by the Council of Province Polemarchs.

**Section 3.** The Council of Province Polemarchs shall meet annually for at least a full day session. The Grand Polemarch shall determine the dates, places, duration, and frequency of such meetings within established budgetary limitations.

**Section 4.** The Council of Province Polemarchs shall not be a legislative body. However, it may recommend specific actions to the Executive Committee or the Grand Board. Its principal functions shall be to; [i] discuss techniques for supervising chapters and alumni associations; [ii] discuss programming and conducting Province meetings; [iii] discuss the uniform implementation of the Constitution, Statutes, Ritual, and Fraternity Regulations; and [iv] engage in other constructive group thinking on the future of Kappa Alpha Psi.

## **ARTICLE IX. SENIOR PROVINCE VICE POLEMARCHS COUNCIL**

**Section 1.** There shall be a Senior Province Vice Polemarchs Council of the Fraternity, composed of the several Senior Province Vice Polemarchs from each Province and the Senior Grand Vice Polemarch, who shall serve as its chairman. The chairman shall be responsible for organizing the meetings of the Senior Province Vice Polemarchs Council.

**Section 2.** The Vice Chairman, Secretary and Chaplain shall be elected by the Senior Province Vice Polemarchs Council.

**Section 3.** The Senior Province Vice Polemarchs Council shall meet annually for at least a full day session. The dates, places, duration and frequency of such meetings shall be determined by the Senior Province Vice Polemarchs Council at the closing of the most recent Senior Province Vice Polemarchs Council meeting, and organized by the Senior Grand Vice Polemarch.

**Section 4.** The Senior Province Vice Polemarchs Council shall not be a legislative body. However, it may recommend specific actions to the Council of Province Polemarchs. Its principal function shall be to; [i] learn Fraternity operations; [ii] learn leadership techniques as they relate to the office of Senior Province Vice Polemarch; [iii] engage in a round table discussion on current Fraternity issues; and [iv] engage in constructive group thinking on the future of Kappa Alpha Psi from the perspective of a Senior Province Vice Polemarch.

**Section 5.** The funding of this meeting will be borne 50% by each respective Province and 50% by the Fraternity for each Senior Province Vice Polemarch. [Article adopted at 74<sup>th</sup> Grand Chapter meeting]

## **ARTICLE X. PAST GRAND POLEMARCHS COUNCIL**

**Section 1.** There shall be a Past Grand Polemarchs Council composed of all living Past Grand Polemarchs.

**Section 2.** The Past Grand Polemarchs Council shall hold at least one meeting during each Grand Chapter meeting and at such other times as may be requested.

**Section 3.** The Past Grand Polemarchs Council shall; [i] advise the Fraternity and its officers on all matters of concern to it, and [ii] develop for consideration of the Grand Board, if desirable, position papers on the current policy directions of the Fraternity.

**Section 4.** The Past Grand Polemarchs Council shall elect from among its own members a chairman and secretary who shall serve at the pleasure of the Past Grand Polemarchs Council.

## **ARTICLE XI. JUNIOR PROVINCE VICE POLEMARCHS COUNCIL**

**Section 1.** There shall be a Junior Province Vice Polemarchs Council composed of the Junior Province Vice Polemarchs from each Province of the Fraternity, and the undergraduate members of the Grand Board. The Junior Grand Vice Polemarch shall serve as its chairman.

**Section 2.** The national C. Rodger Wilson Leadership Conference Committee and the Junior Grand Vice Polemarch shall be responsible for organizing meetings of this Council.

**Section 3.** The Junior Province Vice Polemarchs Council shall meet annually for at least a full day session.

**Section 4.** The Junior Province Vice Polemarchs Council shall not be a legislative body. However, it may recommend specific actions to the Executive Committee or the Grand Board. Its principal function shall be to; [i] learn Fraternity operations; [ii] learn leadership techniques as they relate to the office of Junior Province Vice Polemarch; and [iii] engage in a round table discussion on current Fraternity issues, especially those affecting undergraduates.

**Section 5.** The funding of this meeting will be borne 50% by each respective Province and 50% by the Fraternity for each Junior Province Vice Polemarch. The Fraternity will bear the entire cost of the undergraduate members of the Grand Board.

## **ARTICLE XII. GRAND POLEMARCH**

**Section 1.** The Grand Polemarch shall be the chief executive officer of the Fraternity. He shall preside at meetings of the Grand Chapter. He shall serve as chairman of the Grand Board and the Executive Committee. He shall call all regular and special sessions of the Grand Chapter after consultation with the Grand Board. He shall appoint such standing and special committees or commissions as are necessary unless otherwise provided by the Constitution or the Statutes. He shall sign all charters and documents executed on behalf of the Fraternity. He shall have the power to interpret and enforce the provisions of the Constitution, Statutes, Ritual and Fraternity Regulations, subject to review by the Grand Board and the members of the Grand Chapter. He shall have the authority to call special meetings of any chapter or alumni association and to require written reports from any national, chapter or alumni association officer on any matter he may deem proper.

**Section 2.** The Grand Polemarch shall have the power to remove any officer of any chapter or alumni association for failure to perform his duties, subject to approval of the Grand Board, provided; [i] a majority of the active or sustaining members in attendance at a regular meeting of such chapter or alumni association request such removal; and [ii] the request is previously reviewed and recommended by the Province Polemarch of jurisdiction.

**Section 3.** The Grand Polemarch may for reason of inefficiency, uncooperativeness or dereliction of duty, remove any Province officer and appoint his successor to serve until the next Council.

**Section 4.** The Grand Polemarch shall confirm interpretations of the Constitution, Statutes and Fraternity Regulations in writing to the members or body concerned. The Executive Committee shall maintain a copy for permanent filing.

## **ARTICLE XIII. SENIOR GRAND VICE POLEMARCH**

**Section 1.** The Senior Grand Vice Polemarch shall perform some of the duties of the Grand Polemarch when the Grand Polemarch temporarily absents himself or is otherwise unable to serve. He shall engage in such other related duties as may be required of him.

**Section 2.** The Senior Grand Vice Polemarch shall be a member of and serve as chairman of the Council of Province Polemarchs, and the Senior Province Vice Polemarchs Council. [Amended by adoption of Article IX at the 74<sup>th</sup> Grand Chapter meeting]



## **ARTICLE XIV. JUNIOR GRAND VICE POLEMARCH**

**Section 1.** The Junior Grand Vice Polemarch shall be a member of an undergraduate chapter. He may perform some of the duties of the Grand Polemarch when both the Grand Polemarch and the Senior Grand Vice Polemarch temporarily absent themselves from meetings of the Grand Chapter or the Grand Board, or when they are otherwise unable to serve.

**Section 2.** The Junior Grand Vice Polemarch may serve as an administrative assistant to the Grand Polemarch promoting within undergraduate chapters; [i] esprit de corps, [ii] scholarship; [iii] good morals; [iv] discipline; [v] cooperation with college objectives; [vi] participation at the Grand Chapter meetings and Councils; and [vii] adherence to the Constitution, Statutes and Ritual. He shall perform such other related duties as the Grand Polemarch may require.

## **ARTICLE XV. GRAND KEEPER OF RECORDS AND EXCHEQUER**

**Section 1.** The Grand Keeper of Records and Exchequer shall supervise the maintenance of fiscal and corporate records of the Fraternity. He shall supervise only, the recording of Grand Chapter minutes and the permanent maintenance of such minutes and other Fraternity records in the International Headquarters office. He shall serve as the comptroller of Fraternity funds. He shall sign and issue warrants for payments from such funds upon order of the members of the Grand Chapter or the Grand Board, when countersigned in accordance with the Statutes. He shall sign all charters.

**Section 2.** The Grand Keeper of Records and Exchequer shall maintain such books and make such reports required by The Statutes of Kappa Alpha Psi. Any member in good standing with the Fraternity may inspect the books of the Grand Keeper of Records and Exchequer.

**Section 3.** The Grand Keeper of Records and Exchequer shall be bonded in an amount fixed and conditioned by the Executive Committee, and executed by the Grand Keeper of Records and Exchequer and a surety company approved by the Executive Committee.

## **ARTICLE XVI. GRAND HISTORIAN**

**Section 1.** The Grand Historian shall collect and compile historical and biographical materials annually for the use of the Fraternity and shall direct its publication in the manner prescribed in the Statutes.

**Section 2.** The Grand Historian shall be a member of the Publicity and Publications Commission. He shall perform the primary function on such Commission of facilitating publication of selected items of history or newsworthy achievements in the Kappa Alpha Psi Journal and the public press in accordance with Fraternity policy.

## **ARTICLE XVII. GRAND STRATEGUS**

**Section 1.** The Grand Strategus shall be a member of an undergraduate chapter. He shall; [i] have charge of the approaches to a Grand Chapter meeting; [ii] preserve order and decorum; and [iii] see that only qualified members of the Fraternity shall enter a Grand Chapter meeting. He shall perform such other related duties as may be required of him.

## **ARTICLE XVIII. GRAND LIEUTENANT STRATEGUS**

**Section 1.** The Grand Lieutenant Strategus shall be a member of an undergraduate chapter. He shall assist the Grand Strategus in the performance of his duties and act for the Grand Strategus in case of his absence.

## **ARTICLE XIX. PROVINCE POLEMARCH**

**Section 1.** There shall be a Province Polemarch for each Province of the Fraternity. He shall be a sustaining member of an alumni chapter of the Fraternity with residence within the Province. The Grand Polemarch shall appoint each Province Polemarch in accordance with the Statutes.

**Section 2.** Province Polemarchs shall visit chapters and alumni associations within their Provinces and render written reports of their findings and recommendations to the Grand Polemarch. When hazing infractions occur, Province Polemarchs or persons duly authorized by the Grand Polemarch shall have the authority to hold hearings and to issue cease and desist orders to chapters or individual members so long as the actions are consistent with the Constitution, Statutes, Code of Conduct and Rules of Disciplinary Procedure, and rules and regulations of the Fraternity. Province Polemarchs shall have the authority after a hearing authorized by the Statutes, to suspend, fine or expel individual members, chapters or alumni associations only as set forth in the Code of Conduct and Rules of Disciplinary Procedure, and the rules and regulations of the Fraternity relating to hazing matters. When non-hazing infractions occur, Province Polemarchs and Hearing Officers shall hold hearings in the same manner as in hazing matters. All actions, including findings of fact in non-hazing matters, taken by Province Polemarchs or Hearing Officers, may be appealed to the Board of Appeals in accordance with the Statutes.

**Section 3.** Province Polemarchs shall annually appoint advisors for each undergraduate chapter within their respective Provinces. Chapter advisors shall live within the Province and participate in meetings of the chapter(s) under their supervision at least once each month, except as otherwise provided by the college or university concerned.

**Section 4.** Subject to the Executive Committee and the Statutes, Province Polemarchs and undergraduate chapter advisors shall receive such expenses as are necessary for the performance of their duties.

## **ARTICLE XX. EXECUTIVE DIRECTOR**

**Section 1.** The Executive Director shall be a member in good standing with the Fraternity. He shall serve as custodian of all archives, records and properties of the Fraternity. He shall receipt, deposit and record all moneys received and account for it to the Grand Keeper of Records and Exchequer in accordance with statutory procedures. He shall currently maintain the Grand Roll of the Fraternity. He shall act as secretary of the Grand Chapter, the Grand Board, and the Executive Committee, without membership in any of these. Under the direction of the Grand Keeper of Records and Exchequer, he shall record (or see to the recording and proper distribution) of minutes. He shall be responsible for publishing and issuing the Confidential Bulletin. He shall issue all charters, Constitutions, Rituals, songbooks, histories, certificates, insignia, and such other items as may be required of him. He shall act as custodian of the Grand Seal of the Fraternity. He shall preserve all contracts of the Fraternity. In the prescribed books, he shall inscribe all Constitution amendments, Statutes, Resolutions, and orders or decisions of the Grand Polemarch or the Grand Board in the manner required by that body. He shall conduct such correspondence as befits his office. He shall supervise the staff of the International Headquarters. Under the supervision of the Grand

Board, he shall engage in such travel missions as may be required of him and perform such other related duties as may be assigned.

## **ARTICLE XXI. GENERAL COUNSEL**

**Section 1.** The Grand Polemarch, within 30 days of his election and with the approval of the Grand Board, shall appoint a qualified member of the Fraternity to serve as General Counsel. Under the direction of the Grand Polemarch, and subject to the policy guidance of the Grand Board, the General Counsel shall represent the Fraternity in situations requiring professional legal services. He shall advise the Fraternity, its officers and official bodies on all legal matters of concern to them.

**Section 2.** The Grand Polemarch may authorize travel expenses and per diem for the General Counsel when incurred in the service of the Fraternity. Under certain circumstances as determined by the Grand Board, the General Counsel may be authorized a professional fee for services as determined by the Statutes.

## **ARTICLE XXII. PUBLICATIONS**

**Section 1.** There shall be a Story of Kappa Alpha Psi published at such time and in such manner as prescribed in the Statutes.

**Section 2.** There shall be a journal known as the Kappa Alpha Psi Journal published and issued in accordance with the Statutes. The Grand Polemarch with the approval of the Grand Board shall appoint a qualified member of the Fraternity to serve as the Kappa Alpha Psi Journal editor. The Grand Board may remove the Kappa Alpha Psi Journal editor by a majority vote.

**Section 3.** There shall be an esoteric publication called the Confidential Bulletin, published and issued in accordance with the Statutes.

**Section 4.** There shall be a Kappa Alpha Psi Songbook, published and issued in accordance with the Statutes.

## **ARTICLE XXIII. PUBLICITY AND PUBLICATIONS COMMISSION**

**Section 1.** The Grand Polemarch shall appoint a Publicity and Publications Commission composed of the Grand Historian and four other qualified members. Each of the four members shall be appointed for a term of four years, except the chairman shall be selected by the Grand Polemarch for a term concurrent with that of elective national officers of the Grand Chapter.

**Section 2.** The Publicity and Publications Commission shall; [i] formulate and recommend to the Grand Board policy concerning the official publications of the Fraternity and the release of information to the public press; [ii] give functional supervision to the budgeting, preparation, and publishing of the official publications of the Fraternity; [iii] facilitate and otherwise effectuate publication and periodic revision of the official publications of the Fraternity that are not issued at regularly recurring periods; and [iv] perform such other related duties as may be required of it.

**Section 3.** The Publicity and Publications Commission shall formulate such directives as are necessary to the full and complete effectuation of its responsibilities.

**Section 4.** All actions by the Publicity and Publications shall be subject to review and modification by the Executive Committee.

**Section 5.** The Publicity and Publications Commission shall make such reports as may be required of it.

## **ARTICLE XXIV. THE NATIONAL SERVICE PROGRAM**

**Section 1.** There shall be a national service program of the Fraternity as prescribed by the Statutes.

## **ARTICLE XXV. MEMBERSHIP**

**Section 1.** Membership in the Fraternity shall be limited to those persons initiated by chapters as specifically provided by the Statutes.

**Section 2.** Any male student of good moral character, pursuing an AB degree (or equivalent degree) in regular attendance at a four year college or university where an undergraduate chapter of the Fraternity is located may become a member only after he has complied with the academic requirements of such college or university concerning initiations into college fraternities. If there are no such requirements, he may become a member only after receiving credits equal to one fourth necessary for graduation.

**Section 3.** Any male student of good moral character and in good academic standing enrolled in a college transfer program of a junior or community college may be initiated by an undergraduate chapter after; [i] completing three full semesters of work; [ii] satisfactorily meeting the academic requirements of the college where the undergraduate chapter is located; and [iii] complying with the required standards established by the members of the Grand Chapter.

**Section 4.** Undergraduate chapters shall have the right to initiate students of colleges and universities other than those attending institutions where such chapters are chartered, provided such initiations receive advance approval by the Grand Board in accordance with the Statutes.

**Section 5.** No person may be initiated by an undergraduate chapter in violation of the regulations of the college or university where the chapter is located or from which the chapter secures new members.

**Section 6.** Any undergraduate chapter may propose for membership, orientation and intake, male applicants receiving the affirmative vote of at least 75% of the members of the chapter, in good standing, present and voting at a regular meeting of such chapter, in accordance with the Constitution, Statutes and Fraternity Regulations.

**Section 7.** Alumni chapters may propose for membership any male person of good moral character in possession of an AB degree or the equivalent degree from a college or university on par with institutions where undergraduate chapters of this Fraternity are established in accordance with the Statutes. No person shall be initiated without the affirmative vote of 75% of the financial members of the chapter, present and voting at a regular meeting of such chapter.

**Section 8.** Each applicant for membership in this Fraternity shall be thoroughly investigated in a manner indicated by the Statutes.

**Section 9.** All initiations shall be strictly in accordance with the Constitution, Statutes, and Ritual.

**Section 10.** All members in regular attendance at a college or university within the jurisdiction of an undergraduate chapter of this Fraternity shall be known as undergraduate members in accordance with the Statutes.

**Section 11.** All members who are not in regular attendance at a college or university within the jurisdiction of an undergraduate chapter of this Fraternity shall be known as alumni members in accordance with the Statutes. Alumni members shall be divided into three classes; [1] Sustaining alumni members; [2] Non-sustaining alumni members; and [3] Supporting alumni members.

**Section 12.** Sustaining Alumni Members shall be alumni members who contribute to the financial support of the Fraternity in the form of regular dues and assessments.

**Section 13.** Non-Sustaining Alumni Members shall be alumni members who do not contribute to the financial support of the Fraternity in the form of regular dues and assessments. Non-sustaining members shall forfeit all rights and privileges enjoyed by sustaining alumni members of the Fraternity.

**Section 14.** Supporting Alumni Members shall be alumni members who have been financially delinquent for five years or more who wish to support the Fraternity by paying a predetermined fee directly to the International Headquarters rather than contribute through a local chapter. Rights and privileges of supporting alumni members shall be defined by Statute.

**Section 15.** There shall be a class of membership in Kappa Alpha Psi known as Life Membership available to members of the Fraternity who have not been expelled or under suspension, or are on probation. Such membership shall not be transferable.

**Section 16.** An undergraduate member who transfers from one college (university) to another college (university) may transfer his membership from the previous chapter to the chapter of jurisdiction at the new institution.

**Section 17.** Members and former members of undergraduate chapters shall be required to cease or continue membership in such chapters in accordance with the Statutes.

**Section 18.** An alumni member may transfer his membership from an alumni chapter or alumni association to another alumni chapter or alumni association in accordance with the Statutes.

**Section 19.** No member who holds or has held sustaining membership in any alumni chapter or alumni association shall be subsequently permitted active membership in any undergraduate chapter.

**Section 20.** No member of this Fraternity may resign his membership for any reason whatsoever.

**Section 21.** No person shall be eligible for membership in Kappa Alpha Psi who is (has been) affiliated with any other college Greek letter organization of the same character.

**Section 22.** All members of the Fraternity shall be liable for misconduct as described in The Constitution and Statutes of Kappa Alpha Psi.

**Section 23.** Members shall have the right of appeal from decisions relating to misconduct under the Statutes of Kappa Alpha Psi.

**Section 24.** All voting concerning prospective new members shall be by ballot.

## **ARTICLE XXVI. UNDERGRADUATE CHAPTERS**

**Section 1.** Grand Chapter in session or the Grand Board between Grand Chapter meetings may establish undergraduate chapters *and* Intermediate Chapters in accordance with the Constitution and Statutes.

**Section 2.** Letters of the Greek alphabet taken in consecutive order shall designate undergraduate chapters. Upon exhaustion of the Greek alphabet, undergraduate chapters shall be designated by combining letters in the same consecutive order. There shall be no Alpha Alpha undergraduate chapter designation. In addition, the Province affiliation of each undergraduate chapter shall be indicated by the use of letters following the name of the chapter and shall be enclosed by parentheses. The full names of undergraduate chapters shall be in the following form; The Indiana University Chapter, the Alpha of Kappa Alpha Psi (NC); The University of Illinois Chapter, the Beta of Kappa Alpha Psi (NC); or The Texas College Chapter, the Beta Beta of Kappa Alpha Psi (SW).

**Section 3.** Undergraduate chapters shall adopt bylaws for their governance, and for the regulation and control of their revenues and properties. They shall file copies of their bylaws with the Executive Committee and the Province Polemarch of jurisdiction. These bylaws shall in no way conflict with the Constitution, Statutes, Ritual or any other enactment of Kappa Alpha Psi.

**Section 4.** Undergraduate chapters shall hold regular meetings behind closed doors at least once each month in strict accordance with the Constitution, Statutes, and Ritual. Such meetings shall not be required during any period of vacation.

**Section 5.** All chapters shall have the power to fix the fees and assessments of its members. Such fees or assessments shall be subject to the Statutes governing the payment of fees and assessments to the Grand Chapter of Kappa Alpha Psi.

**Section 6.** Each undergraduate chapter shall have the power to enact such regulations or rules of conduct, as it deems necessary for efficient self-government and the execution of Fraternity objectives. They shall be consistent with the regulations of their college (university) and (or) the laws of Kappa Alpha Psi.

**Section 7.** Should a chapter become inactive or cease to exist, its designation and place shall remain intact. It shall transfer its charter, records, archives, emblems and all other properties to the Grand Keeper of Records and Exchequer in accordance with the Statutes.

**Section 8.** All chapters of the Fraternity shall maintain such records and make such reports as the Grand Board, Executive Committee, Grand Polemarch or Province Polemarch of jurisdiction may require of them.

## **ARTICLE XXVII. ALUMNI CHAPTERS**

**Section 1.** The Grand Chapter in session or the Grand Board between Grand Chapter meetings may establish alumni chapters at places they deem proper.

**Section 2.** Each alumni chapter shall be designated by the name of the city, or cities, in which it is located, followed, without punctuation, by the capital two-letter parenthetical designation for the state in which it is located. [Note: The two-letter abbreviation is a postal abbreviation. Consider labeling/defining it as such.] Each alumni chapter in a foreign country shall be designated by the country in which

it is located. In addition, the Province affiliation of each alumni chapter shall be indicated by the use of letters following the name of the chapter and shall be enclosed by parentheses.

**Section 3.** Alumni chapters shall hold at least one regular meeting each month. Any alumni chapter may upon a two-thirds vote of its sustaining members at any regular meeting suspend such meetings during all or any part of July and/or August of any year.

**Section 4.** Alumni chapters shall have the power to adopt bylaws for their governance and for the regulation and control of their revenues and properties. No such bylaws shall be in conflict with the Constitution, Statutes, Ritual or other enactment of Kappa Alpha Psi.

**Section 5.** All alumni chapters shall be subject to and governed by the provisions of Article XXVI, Sections 5, 7, and 8 of the Constitution.

## **ARTICLE XXVIII. ALUMNI ASSOCIATIONS**

**Section 1.** The Grand Chapter in session or the Grand Board between Grand Chapter meetings may establish alumni associations in specified geographic areas where there are no alumni chapters.

**Section 2.** The Grand Board shall determine and assign the names of alumni associations.

**Section 3.** Officers of alumni associations shall be in accordance with the nomenclature and pattern outlined under Article XXIX, Section I of the Constitution, except no alumni association shall be required to fill any offices other than Polemarch, Vice Polemarch, Keeper of Records, Keeper of Exchequer, Historian and Reporter.

**Section 4.** Alumni associations shall hold at least one meeting each year.

**Section 5.** All sustaining members of alumni associations shall receive the Kappa Alpha Psi Journal, the Confidential Bulletin, and such other publications authorized by the Fraternity.

**Section 6.** Alumni associations shall not initiate persons into membership but may elect a delegate who will have one vote at Grand Chapter meetings and Province Councils.

**Section 7.** Alumni associations shall be subject to all sections of the Constitution, Statutes, Ritual and Fraternity Regulations governing alumni chapters. Where there are exceptions under the Statutes or this Article, those exceptions shall prevail.

## **ARTICLE XXIX. CHAPTER OFFICERS**

**Section 1.** The officers of each chapter shall be; [i] Polemarch; [ii] Vice Polemarch; [iii] Keeper of Records; [iv] Assistant Keeper of Records for Alumni Affairs in each undergraduate chapter; [v] Keeper of Exchequer; [vi] Historian; [vii] Strategus; [viii] Lieutenant Strategus; [ix] Reporter; [x] members of the Board of Directors; and [xi] such other officers as may be found expedient. All officers shall hold their respective offices for a period of one year and until their successors are elected and qualified. In alumni chapters, members of the Board of Directors may be elected to staggered three year terms. Nothing in this section shall prevent combining the offices of Keeper of Records and Keeper of Exchequer.

**Section 2.** The Polemarch shall be the official head of a chapter. He shall preside at its meetings and have general supervision of its affairs. He shall appoint all committees not otherwise provided for by law. He shall have the power to call special or extra meetings when he considers it necessary, provided, each member of the chapter shall be notified in writing at least five days in advance of such meetings. He shall see that the officers of a chapter discharge their duties faithfully, impartially, accurately and promptly, and he shall enforce strict observance of the laws and policies of the Fraternity. He shall sign all warrants for the payment of money authorized by a chapter and perform such other duties imposed upon him by law.

**Section 3.** The Vice Polemarch shall perform the duties of the Polemarch when the Polemarch is absent or otherwise unable to serve and perform such other duties as may be required of him.

**Section 4.** The Keeper of Records shall; [i] keep an accurate and complete account of all records and transactions of a chapter; [ii] conduct correspondence; [iii] maintain dated records of deaths and other separations; and [iv] submit promptly and accurately all reports required of him by the Grand Board, the Executive Committee, the Grand Polemarch, and the Province Polemarch of jurisdiction. He shall maintain file copies of Confidential Bulletins and of such other releases issued from the International Headquarters office. He shall; [v] keep his records and accounts in a permanent retrieval system in such form as may be prescribed by law; [vi] sign all warrants authorizing payments by his chapter; and [vii] perform such other duties as his chapter, the delegates to a Council, or the members of the Grand Chapter may impose upon him. The books of the Keeper of Records shall be available for inspection at all times by; [viii] the chapter with which he is identified; [ix] the undergraduate chapter alumni advisors; [x] the Province Polemarch of jurisdiction; [xi] the Grand Polemarch; [xii] the Executive Committee or its duly appointed representative; and [xiii] such persons as the members of the Grand Chapter or the Grand Board may designate.

**Section 5.** The Assistant Keeper of Records for Alumni Affairs shall compile and maintain in a permanent record book, furnished by the Fraternity, a complete roster of the alumni of his chapter. He shall correspond with the alumni association of the chapter and with the individual alumni of the chapter at least once each year. The books of the Assistant Keeper of Records for Alumni Affairs shall be available for inspection at all times by; [i] the chapter with which he is identified; [ii] the undergraduate chapter alumni advisors; [iii] the Province Polemarch of jurisdiction; [iv] the Grand Polemarch; [v] the Executive Committee or its duly appointed representative; and [vi] such persons as the members of the Grand Chapter or the Grand Board may designate.

**Section 6.** The Keeper of Exchequer shall have the care and custody of all money of a chapter. He shall pay out money only upon warrants authorized by a chapter and signed by the Polemarch and the Keeper of Records. He shall keep a true and accurate account of all receipts and disbursements of his office in a permanent retrieval system suitable for the purpose. His books and records shall be open for inspection at all times by; [i] the chapter with which he is identified; [ii] the undergraduate chapter alumni advisors; [iii] the Province Polemarch of jurisdiction; [iv] the Grand Polemarch; [v] the Executive Committee or its duly appointed representative; and [vi] such persons as the members of the Grand Chapter or the Grand Board may designate. He shall perform such other duties as may be required of him.

**Section 7.** The Historian shall collect, compile and preserve historical and biographical data for his chapter and shall submit such data when requested of him to the Grand Historian. He shall maintain file copies of all Kappa Alpha Psi Journals and evidence of individual or chapter achievements. He shall prepare a chapter history.



**Section 8.** The Strategus shall have charge of approaches to the meeting room when the chapter is in session. He shall preserve order and decorum, taking care that only members enter or retire without permission, and perform such other related duties as may be required of him.

**Section 9.** The Lieutenant Strategus shall assist the Strategus in the performance of his duty; act for him in his absence; and perform such other related duties as may be required of him.

**Section 10.** The Reporter shall forward to the Kappa Alpha Psi Journal news items and other items for publishing in such form and at such time as indicated. He shall be elected because of his peculiar fitness to perform the duties of his office.

**Section 11.** The Board of Directors of each chapter shall be composed of at least seven members but no more than nine members, four of whom shall be the Polemarch, Vice Polemarch, Keeper of Records and Keeper of Exchequer, provided that the offices of Keeper of Records and Keeper of Exchequer may be combined at the discretion of the chapter. The other members who hold no other office shall be elected from the floor. The Board of Directors shall represent the chapter in all legal matters when authorized by the chapter and shall perform such other related duties as may be required of them.

**Section 12.** Chapter officers shall be elected by majority ballot in accordance with the Statutes.

## **ARTICLE XXX. CHARTERS**

**Section 1.** An undergraduate chapter may be chartered at any fully accredited college or university offering a bachelor's degree, provided the petition supporting such a charter gives evidence that the petitioners have met all the conditions required by the Statutes and regulations.

**Section 2.** The Grand Board may charter an undergraduate chapter of students enrolled at different colleges or universities within the same or adjacent cities. Each college or university must qualify for a chapter in accordance with the Constitution and Statutes and the undergraduate chapter must be recognized and chartered at one of the colleges or universities concerned.

**Section 3.** Alumni chapters and alumni associations may be chartered in accordance with the Statutes.

**Section 4.** All chapters and alumni associations shall be installed under the direction of the Executive Committee. Incident to the installation, the Executive Committee shall issue; [i] a charter under the seal of Kappa Alpha Psi and executed by the Grand Polemarch; [ii] copies of the Ritual, Constitution and Statutes; [iii] authorized regalia; and [iv] such books, records and accounts prescribed by the Statutes.

**Section 5.** Fees for the investigation of petitions for chapters or alumni associations, the issuing of charters, and the installation activities by the Executive Committee shall be prescribed by the Statutes.

## **ARTICLE XXXI. FRATERNITY ENDOWMENT FUNDS**

**Section 1.** Endowments may be established to insure continuing income to the Fraternity for the successful maintenance of selected activities. These endowments shall be designated; [i] the Chapter Endowment; [ii] the Chapter House Endowment; [iii] the Scholarship and Fellowship Endowment; [iv] the Publications Endowment; [v] the General Endowment; [vi] the Life Membership Endowment; [vii] the Undergraduate Chapter Expansion Fund; [viii] the International Headquarters Endowment; and [ix] such other Endowments as may be hereafter agreed upon.

**Section 2.** The Chapter Endowment Fund shall depend upon donations and bequests made in the interest of specific chapters and administered by the Grand Chapter in accordance with the stated conditions of the donors.

**Section 3.** Deleted at the 81<sup>st</sup> Grand Chapter Meeting

**Section 4.** The Scholarship and Fellowship Endowment Fund shall have the purpose of providing scholarships and fellowships and giving financial aid to worthy students, in accordance with the Statutes.

**Section 5.** The Publications Endowment Fund shall have the purpose of promoting the Kappa Alpha Psi Journal and such other publications authorized and prescribed by the Statutes.

**Section 6.** The General Endowment Fund shall further the purposes of the Fraternity as prescribed by the Statutes. Such donations or bequests given to the Fraternity that are not specifically earmarked shall be deposited in the General Endowment Fund.

**Section 7.** The Undergraduate Chapter Expansion Fund shall further the purposes of undergraduate chapters. An undergraduate chapter shall benefit continually from all men initiated by it whether past or future as long as the men are financial with the Fraternity. The Grand Board shall supervise and administer the deposits credited to the accounts of undergraduate chapters in accordance with stated conditions for undergraduate chapters as prescribed by Statute.

**Section 8.** The Life Membership Endowment Fund shall be maintained for the purposes of supporting the Fraternity as provided by the Statutes.

**Section 9.** The International Headquarters Endowment Fund shall be maintained for the purpose of supporting the International Headquarters as provided by the Statutes.

**Section 10.** The placement of funds shall be under the direct supervision of the Grand Board.

**Section 11.** The general areas within which Fraternity funds may be invested shall be restricted by the Statutes.

## **ARTICLE XXXII. INTERNATIONAL HEADQUARTERS**

**Section 1.** There shall be an International Headquarters office of the Fraternity.

**Section 2.** The location, organization, and management of the International Headquarters office shall be in accordance with the Statutes.

## **ARTICLE XXXIII. INSIGNIA**

**Section 1.** The official insignia of this Fraternity shall consist of; [i] a Badge; [ii] a Recognition Pin; [iii] a Monogram; [iv] a Hatband; [v] a Banner; [vi] a Sweetheart Pin; [vii] a Polemarch Insigne; [viii] a Vice Polemarch Insigne; [ix] a Keeper of Records Insigne; [x] a Keeper of Exchequer Insigne; [xi] a Staff of the Strategus; [xii] a Staff of the Lieutenant Strategus; [xiii] a Coat of Arms; [xiv] a Flag; [xv] a Flower; [xvi] Colors; and [xvii] such other emblems as the members of the Grand Chapter may adopt. All official insignia shall be designated, made and used in the manner prescribed by the Statutes.

## **Article XXXIV. ELECTRONIC MEETINGS AND COMMUNICATIONS**

**Section 1.** The Grand Board of Directors, and all committees and subcommittees shall be authorized to meet by telephone conference or through other electronic communications media so long as all the members can simultaneously hear each other and participate during the meeting.

**Section 2.** Unless members indicate otherwise, to International Headquarters, all communication required in this constitution, including meeting notices, may be sent electronically.

## **ARTICLE XXXV. AMENDMENT**

**Section 1.** This Constitution may be amended by a three fourths affirmative vote of the members of the Grand Chapter, present and voting, provided a proposed amendment has been submitted in writing in accordance with the further provisions of this Article.

**Section 2.** Proposed amendments may be submitted only from a Council or by the Grand Board. Any such proposed amendment shall be submitted in writing to the International Headquarters not fewer than 90 days before the Grand Chapter meeting at which it is to be considered. Any proposed amendment shall be accompanied with a written statement stating the rationale in support of the proposed amendment.

**Section 3.** To be submitted to the members of the Grand Chapter for consideration, the proposed amendment with the accompanying support information shall be referred to a standing committee on constitution and statute amendments. This committee shall consist of one undergraduate and one alumni member from each Province, and one member of the Grand Board, who shall serve as the chairman. The General Counsel shall serve as the advisor to the committee.

**Section 4.** The Executive Director shall circulate the proposed amendments with supporting rationale not fewer than 30 days prior to the next Grand Chapter meeting to; [i] living Past Grand Polemarchs, [ii] national officers, [iii] Province Polemarchs, [iv] chapters, and [v] alumni associations.

**Section 5.** Only those proposed amendments approved by a majority vote of the committee shall be submitted to the members of the Grand Chapter for legislative consideration. Those proposed amendments not approved by the committee may be considered only upon a two-thirds affirmative vote of the members of the Grand Chapter without debate.

**Section 6.** Any amendment to the Constitution shall be in full force and effect on and after the date of its passage, unless otherwise provided.

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# The Statutes of Kappa Alpha Psi

## STATUTE 1. GRAND CHAPTER

**Section 1.** Commencing in the summer of 1993, the Grand Chapter shall hold successive meetings biennially.

**Section 2.** The Fraternity shall finance Grand Chapter meeting in accordance with the Statutes and Fraternity Regulations.

**Section 3.** The Grand Board shall have the power to determine the location and dates of all Grand Chapter Meetings beginning with the 2013 site selection in accordance with the Statutes and Fraternity regulations. [Adopted at the 76th Grand Chapter Meeting]

**Section 4.** The Grand Board must select a site at least five years in advance of the Grand Chapter meeting to which it applies. [Adopted at the 76th Grand Chapter Meeting]

**Section 5.** The Grand Board shall have the power, by an eight-tenths vote to call a special session of the Grand Chapter, provided at least 60 days advance notice stating the urgency of such session is given throughout the jurisdiction of Kappa Alpha Psi.

**Section 6.** The Grand Board shall have the power, by an eight-tenths vote to change the place or dates, or to suspend any Grand Chapter meeting for any reason determined as unfavorable to such meeting.

**Section 7.** The Executive Committee shall initiate and maintain a procedure for accrediting Grand Chapter representatives in accordance with Fraternity Regulations.

**Section 8.** Robert's Rules of Order, Revised, shall be the compendium for organizing and conducting business at a Grand Chapter meeting.

**Section 9.** The Executive Committee shall be responsible for planning and supervising all plans incident to each session of a Grand Chapter meeting, subject to Grand Board approval and direction, in accordance with Fraternity Regulations.

**Section 10.** The principal report at a Grand Chapter meeting shall be The State of the Fraternity. It shall be presented in three parts successively by the Grand Polemarch, Grand Board or their designee, and the Grand Keeper of Records and Exchequer. The presentation of The State of the Fraternity report shall start on the morning of the first day of each Grand Chapter meeting in accordance with Fraternity Regulations.

**Section 11.** The State of the Fraternity report shall be appropriately duplicated, covered, bound and issued as confidential to all delegates at a Grand Chapter meeting. A copy shall be permanently maintained in the International Headquarters office.

**Section 12.** The programming of public meetings or dinners in connection with a Grand Chapter meeting shall be optional. If programmed, the Grand Board shall have final responsibility for program content.

**Section 13.** In no instance of joint programming with other Greek letter organizations shall the Fraternity accept less than an equal and correlative position.

**Section 14.** The Grand Chapter Ball shall be formal, closed to eligible members and their ladies, and characterized by a measure of dignity designed to insure continuing prestige to the Fraternity.

**Section 15.** The Grand Chapter Banquet shall be formal, closed to eligible members without alcoholic beverages and characterized by a program in the Fraternity interest.

**Section 16.** No member shall partake of intoxicating beverages within the immediate vicinity of a Grand Chapter session. [Adopted at the 76th Grand Chapter Meeting]

**Section 17.** No later than 60 days immediately following the adjournment of a Grand Chapter meeting, a Confidential Bulletin shall be issued in accordance with the Statutes and Fraternity Regulations.

**Section 18.** Nothing in the practices of the Grand Chapter or other organizational units of Kappa Alpha Psi shall be in the interest of any political party.

**Section 19.** Rules proposed for a Grand Chapter meeting shall be circulated to all chapters and alumni associations 60 days before the meeting.

## **STATUTE 2. THE EXECUTIVE COMMITTEE**

**Section 1.** The Executive Committee shall have direct and continuous responsibility and authority for supervising the daily operations of the Fraternity, subject to Grand Board direction and approval, and the Constitution, Statutes and Fraternity Regulations.

**Section 2.** The Executive Committee shall meet at least once each calendar year or as often as necessary to gain working knowledge of the International Headquarters operation in terms of procedures and personnel efficiency to insure adherence to the Constitution, Statutes and Fraternity Regulations, and to facilitate such Fraternity programs, plans and purposes as may come within the jurisdiction of the Executive Committee.

## **STATUTE 3. REVENUES**

**Section 1.** The initiation fee for men seeking membership in Kappa Alpha Psi shall be determined by a majority vote of the Grand Board and approved by a two-thirds affirmative vote of the members of the Grand Chapter, present and voting. The initiation fee adopted at a Grand Chapter meeting shall become effective as of the first day of the fiscal year following its passage.

**Section 2.** The annual dues for members who are not currently expelled, suspended or on probation and who are not life members of the Fraternity shall be determined by a majority vote of the Grand Board and approved by a two-thirds affirmative vote of the members of the Grand Chapter, present and voting. The annual dues adopted at a Grand Chapter meeting shall become effective as of the first day of the fiscal year following its passage.

**Section 3.** Any assessment imposed upon members who are not currently expelled, suspended or on probation shall be determined by a majority vote of the Grand Board and approved by a two-thirds affirmative vote of the members of the Grand Chapter, present and voting. The assessment adopted at a

Grand Chapter meeting shall become effective as of the first day of the fiscal year following its passage. Only members who pay the assessment shall be eligible to; [i] register for Grand Chapter meetings and Councils; [ii] serve as delegates and alternate delegates of chapters and alumni associations to Grand Chapter meetings and Councils; [iii] hold office at any level of the Fraternity; [iv] serve on committees and commissions at any level of the Fraternity; [v] receive awards at any level of the Fraternity, and [vi] receive such other entitlements determined by the members of the Grand Chapter.

**Section 4.** Any assessment imposed upon chapters and alumni associations of the Fraternity shall be determined by a majority vote of the Grand Board and approved by a two-thirds affirmative vote of the members of the Grand Chapter, present and voting. The assessment adopted at a Grand Chapter meeting shall become effective as of the first day of the fiscal year following its passage. Only chapters and alumni associations that pay the assessment shall be eligible to; [i] register for Grand Chapter meetings and Councils; [ii] receive awards at any level of the Fraternity; [iii] conduct programs leading to the initiation of men into the Fraternity; and [iv] receive such other entitlements determined by the members of the Grand Chapter.

**Section 5.** The fee for members eligible to become life members of the Fraternity shall be determined by a majority vote of the Grand Board and approved by a two-thirds affirmative vote of the members of the Grand Chapter, present and voting. The fee adopted at a Grand Chapter meeting shall become effective as of the first day of the fiscal year following its passage.

**Section 6.** The life membership fee may be paid in a single installment or over a period not to exceed four years. Members selecting the installment option shall pay an enrollment fee equal to 25% of the total fee. The enrollment fee shall be in addition to any annual dues paid by the member during the fiscal year in which he enrolls. A minimum payment equal to the enrollment fee shall be due one year from the enrollment date and on each subsequent anniversary date. A member who fails to make the minimum payment within 30 days of the anniversary date shall forfeit his right to continue with the installment option. A member who has forfeited the installment option may reenroll in the life membership program and shall pay such amounts that are in effect on the date of his re-enrollment.

**Section 7.** All fines for violating any [i] provision of The Constitution and Statutes of Kappa Alpha Psi; or [ii] regulation adopted by the Fraternity shall be determined by a majority vote of the Grand Board and approved by a two-thirds affirmative vote of the members of the Grand Chapter, present and voting.

**Section 8.** All fees for establishing new chapters and alumni associations shall be determined by a majority vote of the Grand Board and approved by a two-thirds affirmative vote of the members of the Grand Chapter, present and voting. The fees adopted at a Grand Chapter meeting shall become effective as of the first day of the fiscal year following its passage.

**Section 9.** Section 9. Each chapter, alumni association and province shall pay the registration fee for at least one Grand Chapter delegate. The delegate registration fee shall be paid no later than the beginning of the Province Council immediately preceding the Grand Chapter Meeting. Province Council shall be held and concluded no later than April 30th in the year Grand Chapter Meeting is scheduled. Province Council shall be held and concluded no later than June 30th in the year of the Grand Chapter Meeting is not scheduled. A chapter or alumni association that does not pay the delegate registration fee shall be assessed a fine determined in accordance with Section 7. It shall not be – (i) permitted to register for future Grand Chapter meetings until the fine has been paid, (ii) permitted to register for any Councils until the fine has been paid, (iii) permitted to conduct any activities leading to the initiation of men into the Fraternity and (iv) eligible for any Fraternity awards. The fine imposed upon a chapter or alumni association for failing to pay the delegate registration fee may be waived by a two-thirds affirmative vote of the Grand Board. The chapter of alumni association must file an application with the Executive Director indicating the payment of the fine would impose a financial hardship upon the chapter or alumni association and must pay the delegate

registration fee of the most recent Grand Chapter meeting. Said application must be filed within 90 days of the adjournment of a Grand Chapter meeting and shall require the written endorsement of the Province Polemarch of jurisdiction. Said waiver shall negate the restrictions imposed upon a chapter or alumni association set forth in this section.

**Section 10.** Each chapter and alumni association shall pay the registration fee for at least one Council delegate. The delegate registration fee shall be paid to the Province of jurisdiction in accordance with procedures established by the Province. A chapter or alumni association that does not pay the delegate registration fee shall be assessed a fine determined by the Province Board of Directors and approved by the delegates to a Council. The delegate registration fee and the fine imposed upon a chapter or alumni association for failing to pay the delegate registration fee may be waived by a two-thirds affirmative vote of the Province Board of Directors.

**Section 11.** Conducting an initiation willfully without the prior approval of the Province Polemarch of jurisdiction or the initiation of an ineligible person shall be considered an illegal initiation. It shall result in an automatic suspension of the chapter for not fewer than six months and a fine determined in accordance with Section 7.

**Section 12.** The Keeper of Records shall submit all information, including fees, documents, and related information regarding potential initiates to the Province Polemarch for his confirmation prior to submission to the International Headquarters.

**Section 13.** Chapters and alumni associations submitting dues to the International Headquarters shall list; [i] the full names of the members; [ii] the permanent and current mailing addresses of the members; [iii] the year and chapter of initiation; and [iv] the chapter or alumni association and dates of identification immediately prior to the current affiliation.

**Section 14.** Any chapter whose charter has been revoked by the Grand Board of Directors, pursuant to the written request of the Province Polemarch, shall not be liable for payment of any Grand Chapter fees beyond the fiscal year of revocation. This status will continue until the chapter is reinstated by the Grand Board of Directors.

## **STATUTE 4. FRATERNITY ACCOUNTING**

**Section 1.** The Grand Board shall employ a Certified Public Accountant to audit the accounts of the Fraternity each fiscal year. He shall render a long form certificate presenting in detail the methods used to verify all balance sheet and operating account items. The certificate shall be in accordance with generally accepted accounting and auditing standards. The amounts reported shall include detailed schedules.

**Section 2.** The Executive Director shall issue quarterly income and expense statements to all members of the Grand Board. There shall be an annual statement that provides a current delineation of Fraternity assets and liabilities compared with like delineation for the same period of the prior fiscal year. An annual statement shall be issued to; [i] all Past Grand Polemarchs; [ii] all national officers; [iii] all Province Polemarchs; and [iv] such others as hereafter may be determined by the Executive Committee.

**Section 3.** The Executive Director shall issue financial cards to members in accordance with Fraternity Regulations.

**Section 4.** Revenue from the several Fraternity Endowment funds shall be credited to those Endowment funds except as otherwise provided by the Statutes.

**Section 5.** Undergraduate chapters shall maintain uniform books of accounts and membership records in accordance with a system devised by the Executive Committee. Failure of an undergraduate chapter to comply with this Statute shall subject it to a fine levied by the Grand Board.

**Section 6.** Undergraduate chapters shall make financial reports to the Executive Director/International Headquarters and the Province Polemarch of jurisdiction annually; no later than 150 days following the close of the fiscal year. The reports shall include a summary of chapter indebtedness, cash balance, receipts and disbursements covering the reporting period, a cost inventory of its assets and such other items as the Executive Committee determines.

**Section 7.** Upon the inactivation of a chapter or alumni association, the Province Polemarch of jurisdiction shall make certain the cash balances are placed in the custody of the Grand Keeper of Records and Exchequer for safe keeping during the period of inactivation. Undergraduate chapters suspending activity for the summer months shall retain any cash balances in depositories of their choosing and shall file a financial report in accordance with this Statute. They shall furnish the Province Polemarch of jurisdiction with certification of the deposit.

**Section 8.** The Executive Committee shall draft the Fraternity budget and submit it to the Grand Board for adoption at least 30 days in advance of the budget year to which it applies. The budget shall be included in The State of the Fraternity report.

**Section 9.** All undergraduate chapters shall adopt annual operating budgets. They shall promptly forward copies of such budgets to; [i] the Executive Director/International Headquarters; [ii] the Province Polemarch of jurisdiction; and [iii] the undergraduate chapter alumni advisor no later than September 30<sup>th</sup> of each year.

**Section 10.** Each Province Polemarch shall make a financial report to the International Headquarters and the Grand Keeper of Records & Exchequer within 14 days following the close of their respective province council. The report shall include a statement of the financial position (balance sheet), a statement of the operations (receipts and disbursements), bank reconciliation and a statement of any outstanding liabilities for the fiscal year then ended. The statements can be prepared using the cash basis of reporting. The report shall be audited or reviewed by an independent audit committee.

## **STATUTE 5. FUND DISBURSEMENT**

**Section 1.** The Grand Keeper of Records and Exchequer and the Executive Director shall give bond to the extent determined by the Grand Board incident to the handling of Fraternity funds. The cost of the bond shall be borne by the Fraternity.

**Section 2.** The Grand Keeper of Records and Exchequer shall pay out Fraternity funds only within the budgetary limits adopted by the Grand Board. The Executive Director shall initiate and sign an original and two copies of a standard voucher. No check shall be of consequence unless signed by the Grand Keeper of Records and Exchequer and the Executive Director.

**Section 3.** Nothing in this Statute shall mean the Grand Keeper of Records and Exchequer shall be required to pay out Fraternity funds when he deems such payment contrary to the Constitution or Statutes or not in the best interest of the Fraternity. Under those circumstances, the Grand Keeper of Records and Exchequer shall submit his views in writing to the Grand Polemarch whose written ruling shall be final and shall absolve the Grand Keeper of Records and Exchequer of any resultant liability.



**Section 4.** Any reimbursement for expenses to any officer, committee, commission or member of Kappa Alpha Psi beyond the specific budget allowances shall require the advance clearance in writing by the Executive Committee.

**Section 5.** The Keepers of Exchequers of chapters and alumni associations shall pay out chapter or alumni association funds only upon written order of chapter and alumni association Polemarch, provided that such payments shall be made by check. No check shall be of consequence unless signed by the chapter or alumni association Polemarch and the Keeper of Exchequer.

**Section 6.** The Executive Director shall be paid an annual salary determined by a contract of employment between the Executive Director and the Fraternity. The starting salary and yearly increases shall be conditioned upon the current or projected condition of the Fraternity exchequer, and his performance as primarily measured by the efficiency of the operation of the International Headquarters.

**Section 7.** The Grand Keeper of Records and Exchequer shall be paid a yearly stipend. The Grand Board shall adjust the stipend upward or downward based upon the current or projected conditions of the Fraternity exchequer.

**Section 8.** The Editor of the Kappa Alpha Psi Journal shall be paid a yearly stipend. The Grand Board shall determine the amount of the stipend annually after considering the job requirements and the performance of the Editor of the Kappa Alpha Psi Journal, and the current or projected conditions of the Fraternity exchequer.

## **STATUTE 6. FUND PLACEMENT**

**Section 1.** The Fraternity shall have the power to take title to, buy, sell and/or manage real estate.

**Section 2.** The placement of Fraternity funds shall be restricted to; [i] United States Bonds; [ii] approved real estate; [iii] approved mortgage loans; [iv] federally insured banks and savings and loan association deposits; [v] mutual fund investments; [vi] certificates of deposits; [vii] treasury notes and such other types of investments guaranteed as to principal and interest by the United States Government or any agency thereof; and [viii] corporate bonds and securities in accordance with an Investment Policy approved by the Grand Board.

**Section 3.** Investment papers and such other items as may be agreed upon shall be retained in a safety deposit vault in the name of Kappa Alpha Psi Fraternity Inc. with access restricted to the Executive Director. The Grand Keeper of Records and Exchequer shall have the undated authority to remove the access to the vault of the Executive Director.

**Section 4.** No deposits shall be made in any institution whose deposits are not insured by an agency of the United States Government, such as the Federal Deposit Insurance Corporation or the Federal Savings and Loan Insurance Corporation.

**Section 5.** The balances of accounts of the Fraternity maintained at any institution shall not exceed the level of deposit insurance protection offered by the federal agency responsible for insuring the deposits at the institution. Any decision to maintain a balance that exceeds this limit will require approval of the Executive Committee.

## **STATUTE 7. UNDERGRADUATE HOUSING**

**Section 1.** The Grand Board shall devise a standard contract form. It shall require the execution of such form between the Fraternity and possible tenants of Fraternity owned undergraduate chapter houses in advance of tenant occupancy of such houses.

**Section 2.** Undergraduate chapters shall have the power to determine the residents of homes occupied by undergraduate chapters. Each occupant shall be required to present to the chapter a receipt from the Fraternity or its duly authorized representative evidencing the payment of the required rental. In the absence of the receipt, the occupant may be permitted to lodge in the home pending initiation of a rental contract and the payment of the required rent to the Fraternity or its duly authorized agent within twenty-four hours after occupancy by the subject resident. The chapter shall enforce this Statute or be subject to disciplinary action by the Grand Board. The Fraternity or its duly authorized agent shall have the power of eviction for non-payment of rent or other violations of the rental agreement.

**Section 3.** Failure by an undergraduate chapter to cooperate with the Fraternity or its duly authorized agent to fully implement this Statute shall be punishable by a fine and/or suspension of such chapter by the Grand Board.

**Section 4.** Neither the Fraternity or its duly authorized agent shall be responsible for; [i] the installation of telephones; [ii] subscriptions to newspapers or periodicals; or [iii] the payment for same when they involve undergraduate chapter houses, except when such services have been approved by the Grand Board.

**Section 5.** The Fraternity shall anticipate a nominal return on its chapter house investment.

**Section 6.** Fraternity rental agents shall be empowered to maintain a contingency fund, determined by the Executive Committee, for the payment of emergency maintenance needs as may occur. The agents shall prepare a standardized report of collections and expenses and forward it monthly with receipts for paid bills to the International Headquarters.

**Section 7.** The Executive Committee shall make certain; [i] Fraternity owned undergraduate chapter houses are maintained; [ii] any necessary protective services and janitorial services are provided; [iii] grass is cut during the summer months; [iv] a house mother or manager is employed wherever necessary or practical; [v] creditable furnishings and capital equipment are purchased; [vi] capital maintenance is performed; [vii] insurance coverage, including liability insurance, is maintained on the properties; and [viii] other customary business management services are provided.

**Section 8.** Undergraduate chapters occupying Fraternity owned houses are responsible for supervising the activities and/or performing any actions necessary for the efficient operation of such houses with particular attention to house and grounds keeping.

**Section 9.** The Executive Committee shall devise and put into execution a standard form for the mandatory use of undergraduate chapters in reporting rental accounts receivable to appropriate college or university authorities.

**Section 10.** No undergraduate chapter shall acquire a house by rental or purchase in the name of Kappa

Alpha Psi without submitting a plan in advance of such rental or purchase for review and sanction by the Grand Board. If such Grand Board reaction is unfavorable to the proposed rental or purchase, said plan for rental or purchase shall be dropped forthwith by the chapter and the Executive Committee notified accordingly. Failure to follow the directives in such cases will subject the chapter in question to appropriate disciplinary action by the Grand Board.

**Section 11.** Undergraduate chapters occupying Fraternity owned real property shall file the names and college addresses of all occupants of such houses at the beginning of each semester or quarter with the Executive Committee, the authorized rental agent, and the Province Polemarch of jurisdiction. They shall communicate any changes in such addresses that occur within such semester or quarter to these same officials.

## **STATUTE 8. CHAPTER ENDOWMENT FUND**

**Section 1.** The Fraternity may maintain an endowment fund for the acceptance and expenditure of gifts or bequests in the interest of specific chapters.

**Section 2.** The Fraternity shall safeguard this Endowment Fund and expend it in strict accordance with the bequests or gifts from which it derives its income.

## **STATUTE 9. UNDERGRADUATE CHAPTER EXPANSION FUND**

**Section 1.** The Grand Board shall administer the Undergraduate Chapter Expansion Fund.

**Section 2.** The Undergraduate Chapter Expansion Fund shall derive funds from the following sources:

- A. \$.50 from the current Grand Chapter dues of each member;
- B. \$2.00 from each initiate registered by a chapter; and
- C. Undergraduate chapters or individuals who voluntarily contribute to the Undergraduate Chapter Expansion Fund.

**Section 3.** All money collected in accordance with Section 2 shall be credited to the Undergraduate Chapter Expansion Fund. Appropriate records shall be maintained to document the source of these funds.

**Section 4.** The Grand Keeper of Records and Exchequer shall issue a report in The State of the Fraternity report presented at each Grand Chapter Meeting indicating the status of the Undergraduate Chapter Expansion Fund. This report shall provide a summary of all activity of the Undergraduate Chapter Expansion Fund since the previous Grand Chapter meeting. The Executive Director shall issue annually in the Confidential Bulletin the guidelines approved by the Grand Board and a statement of the Undergraduate Chapter Expansion Fund balances. Funds received for the Undergraduate Chapter Expansion Fund shall be used only for the designated purposes.

**Section 5.** An undergraduate chapter can withdraw deposits credited in its name, subject to the approval of the Grand Board. The chapter shall submit its request in writing to the Grand Board stating the purpose for the request. In no instance shall a chapter withdraw its savings in intervals of fewer than three years. The undergraduate chapter is not required to pay interest or replace any portion of the withdrawal. It can replace any amount it deems appropriate.

## **STATUTE 10. STUDENT AID**

**Section 1.** The purpose of the Student Aid Fund is to provide loans for the financial aid of worthy members of undergraduate chapters. Members should submit loan applications to the Grand Board. The borrower shall execute a note or series of notes payable to the Fraternity, and subject to such terms and conditions determined by the Executive Committee. The Executive Director shall be the custodian of all such notes.

**Section 2.** The Grand Board shall administer the Student Aid Fund.

**Section 3.** The Executive Committee shall designate the cash balances of the Student Aid Fund kept in the Scholarship and Fellowship Endowment Fund. The Executive Director shall annotate the Fraternity records in accordance with the designation of the Executive Committee. Any surplus cash of the Student Aid Fund shall be invested in accordance with the Statutes.

**Section 4.** The Province Boards of Directors shall screen candidates for the Diggs Memorial Scholarships and shall certify their winners to the Executive Director. Any chapter in good standing may for cause appeal an award decision to the Executive Committee and the decision thereon shall be final, subject to review by the Grand Board.

**Section 5.** There shall be a Kappa Alpha Psi Student Revolving Loan Fund to provide emergency loan assistance to students on campuses where such funds have been established. The Executive Committee shall formulate the procedural implementation of the Kappa Alpha Psi Student Revolving Loan Fund. Donations and contributions from the Scholarship and Fellowship Endowment Fund shall support the Kappa Alpha Psi Student Revolving Loan Fund.

## **STATUTE 11. LIFE MEMBERSHIP ENDOWMENT FUND**

**Section 1.** The Life Membership Endowment Fund shall consist of revenue derived from; [i] the payment of Life Membership fees; [ii] earnings on investments; and [iii] gifts or other sources.

**Section 2.** The Grand Board shall administer the Life Membership Endowment Fund. The Grand Board shall elect a corporate trustee and execute a trust agreement with such trustee to administer this Endowment Fund. The trustee shall file periodic reports with the Grand Board and shall pay over such amounts to the operating fund from the earnings of said trust on such periodic basis as the Grand Board may direct. Payment of the corpus of the trust shall require an eight-tenth affirmative vote of the Grand Board. Under no circumstances shall more than 20% of the corpus be paid over or withdrawn during any calendar year.

## **STATUTE 12. PUBLICATIONS ENDOWMENT FUND**

**Section 1.** The Publications Endowment Fund shall consist of; [i] any gifts, grants or philanthropic contributions; [(ii) revenue derived from earnings on investments; [iii] sales of publications; and [iv] gifts or other sources.

**Section 2.** The Grand Board shall administer the Publications Endowment Fund. The Grand Board shall elect a corporate trustee and execute a trust agreement with such trustee to administer this Endowment Fund. The trustee shall file periodic reports with the Grand Board and shall pay over such amounts to the operating fund from the earnings of said trust on such periodic basis as the Grand Board may see fit. The

basis of this payment shall be the cost of publications. Payment of the corpus of the trust shall require an eight-tenth affirmative vote of the Grand Board. Under no circumstances shall more than 4% of the corpus be paid over or withdrawn during any calendar year.

### **STATUTE 13. INTERNATIONAL HEADQUARTERS ENDOWMENT FUND**

**Section 1.** The International Headquarters Endowment Fund shall consist of revenue derived from; [i] cash contributions; [ii] real estate; [iii] insurance policies with the Fraternity designated as beneficiaries; and [iv] other bequests that are designated for this Endowment Fund by the contributor.

**Section 2.** There shall be a Kappa Trust Club for the International Headquarters Endowment Fund. The members of the Kappa Trust Club shall be members who contribute amounts ranging from \$1,000 to \$5,000 in cash, insurance policies with the Fraternity designated as beneficiaries, and any other bequest to this Endowment Fund.

**Section 3.** The Grand Board shall administer the International Headquarters Endowment Fund. The Grand Board shall elect a corporate trustee and execute a trust agreement with such trustee to administer this Endowment Fund. The trustee shall file periodic reports with the Grand Board and shall pay over the earnings of said Endowment Fund on such periodic basis as the Grand Board may direct. At no time should more than 1% of the corpus of the Endowment Fund be used between Grand Chapter meetings.

### **STATUTE 14. TRAVEL**

**Section 1.** Members are in travel status when duly authorized in accordance with the Statutes to engage in Fraternity business away from their local bases of operation.

**Section 2.** Members in travel status shall only be reimbursed to the extent of; [i] whatever is most economical or otherwise advantageous to the Fraternity and consistent with allowable time; [ii] the availability of travel accommodations; [iii] the accessibility of the business site; and [iv] the nature and urgency of the business to be performed. Reimbursement for transportation, lodging and incidentals shall be in accordance with the policies and procedures outlined and approved by the Grand Board of Directors.

**Section 3.** The Grand Polemarch and the Executive Committee shall have the power to authorize any non-recurrent travel in the business interest of the Fraternity and accordingly to reimburse such travel. The member concerned or the Executive Director on behalf of the member concerned shall initiate a formal request before each travel mission and forward the request to the Grand Polemarch for approval. Immediately following such approval, the Grand Polemarch shall send a copy to the member concerned and to the International Headquarters for permanent filing.

**Section 4.** The Executive Director shall submit all authorizations for recurrent travel in duplicate to the Grand Polemarch for approval at the beginning of each fiscal year. The Grand Polemarch shall send a copy of the authorization to the members concerned and to the International Headquarters for permanent filing. Recurrent travel authority shall be restricted to members of the Executive Committee, Grand Polemarch, Province Polemarchs, and Executive Director. Recurrent travel shall mean continuing travel within budgetary limitations subject to control of the Grand Board.

**Section 5.** Claims for reimbursement of travel expenses shall be submitted for payment on a standard Fraternity form within the first ten days of the month immediately following the 30 day period to which

such claims apply. The Grand Polemarch and the Executive Director shall authenticate each claim before its payment. Completed claims shall be matched with the corresponding authorization and appropriately filed copy with the International Headquarters.

**Section 6.** The following items shall not be reimbursable; [i] expenses incurred for the convenience of the member, such as indirect routing or stop over for personal reasons; [ii] expenses of the families and unauthorized companions of members; [iii] expenses for entertainment; [iv] items entered on vouchers as incidental or services; or [v] expenses incurred within a designated city more than eight hours before or after Fraternity business is initiated or concluded, except where the inconvenience of travel dictates the necessity for early travel or late departure and is accordingly sanctioned by the Grand Polemarch.

## **STATUTE 15. ELECTION OF NATIONAL OFFICERS**

**Section 1.** There shall be a Nominating Committee of the Fraternity that shall serve before and during sessions of a Grand Chapter meeting.

**Section 2.** The Nominating Committee shall be composed of a chairman and two representatives from each Province elected during a Council. One of the Province representatives shall be a member of an alumni chapter and one shall be a member of an undergraduate chapter. The chairman shall be elected at each regular meeting of the Grand Chapter. The Province Polemarch shall inform the Executive Director of the members elected at his Council at least 60 days in advance of a regular Grand Chapter meeting.

**Section 3.** National officers, (except the Grand Chapter Nominating Committee Chairman), Province Polemarshs, members receiving monetary compensation for services rendered to the Fraternity and members not in good standing shall be denied membership on the Nominating Committee.

**Section 4.** The Executive Director shall publish the names and addresses of the Nominating Committee in a release sent to [i] Past Grand Polemarshs; [ii] all national officers; [iii] all Province Polemarshs; and [iv] all chapters and alumni associations immediately upon notification to him of the members elected at a Council by the Province Polemarsh or the representative of the Grand Board attending the Council.

**Section 5.** The Executive Director shall prepare appropriate voting devices for use of the Nominating Committee members and the members of the Grand Chapter in accordance with existing regulations.

**Section 6.** The Executive Committee shall prepare a standard questionnaire for the use of; [i] Past Grand Polemarshs; [ii] Province Polemarshs; and [iii] chapters and alumni associations in presenting the qualifications of members for office to the Nominating Committee. The Nominating Committee shall not consider a member whose qualifications are not in conformity with the questionnaire.

**Section 7.** The Nominating Committee chairman shall; [i] determine the financial status (dues, assessments, loans, etc.) with the Fraternity of each member proposed for nomination to an office; [ii] the type of membership held in accordance with the Statutes; [iii] the frequency of and recent attendance at Grand Chapter meetings by the member; [iv] elective and appointed offices held in the service of the Grand Chapter, Province, chapter and alumni association and the years of such offices; and [v] the current status of the member in terms of scholarship, suspensions or other disciplinary actions by the Fraternity or college.

**Section 8.** No member shall be eligible for office who; [i] is under expulsion, *under suspension* or placed on probation by the Fraternity or college; [ii] is scholastically deficient or [iii] is financially delinquent with the Fraternity at any administrative level.

**Section 9.** The Nominating Committee chairman shall drop from consideration any proposed nominee found to be ineligible for office in accordance with this Statute. The chairman shall inform the sponsor of such nominee of the reason for such action.

**Section 10.** If no candidate for nomination to a specific office receives the majority vote of the Nominating Committee, the Nominating Committee shall recommend the candidates receiving the first and second highest number of votes.

**Section 11.** Each elective national office shall be filled at each Grand Chapter meeting. Members of undergraduate chapters shall fill the offices of Junior Grand Vice Polemarch, Grand Strategus and Grand Lieutenant Strategus.

**Section 12.** Nominations shall be by majority ballot of the Nominating Committee. The Nominating Committee shall make a report placing its nominees into nomination. "This report shall be due and presented at a Grand Chapter meeting on the day preceding the day of the election."

**Section 13.** Election to a Grand Chapter office shall be by majority ballot of the members of the Grand Chapter.

**Section 14.** The Nominating Committee chairman shall inform the Executive Committee of the nominees for office. Thereafter, he shall forward the related questionnaires, ballots, Eligibility for Office and Consent to Nomination forms to the International Headquarters for keeping until 30 days before the Grand Chapter meeting concerned.

**Section 15.** The Executive Director shall publish the report of the Nominating Committee in the last issue of the Confidential Bulletin published preceding a Grand Chapter meeting.

**Section 16.** If a member is elected to office who is not a delegate to the Grand Chapter meeting electing him, he shall by virtue of his election have membership in the Grand Chapter with all rights, privileges and responsibilities thereof.

**Section 17.** Balloting for national officers shall begin as the last item of business on the day preceding the final day of a Grand Chapter meeting. It shall continue to completion subject to interruptions for the dinner and overnight recess.

**Section 18.** Candidates for any national office who wish to have their qualifications for office published in the Confidential Bulletin shall file their applications at least 120 days before the starting date of a Grand Chapter meeting.

## **STATUTE 16. THE INTERNATIONAL HEADQUARTERS**

**Section 1.** There shall be an International Headquarters of Kappa Alpha Psi located in a city or metropolitan area selected by the Grand Board or a special committee named by the Grand Board.

**Section 2.** The staff of the International Headquarters shall be; [i] an Executive Director; [ii] a secretary to the Executive Director; [iii] an Assistant Executive Director; and [iv] such other staff determined by the Grand Board.

**Section 3.** The basic requirements for the office of Executive Director shall include; [i] membership in Kappa Alpha Psi; [ii] college graduate with a major in business management, accounting, money and banking or related subjects, or comparable work experience; [iii] ability to supervise and willingness to accept supervision; [iv] ability to represent the Fraternity before audiences of members or non-members; [v] thorough knowledge of the origin and development of Kappa Alpha Psi; [vi] some knowledge of the origin and development of Greek letter organizations in America; and [vii] the ability to promote the Fraternity both within the membership and the nationwide college community. Some actual experience in office organization and management is highly desirable.

**Section 4.** The Executive Director shall serve as Chief Operating Officer and shall perform or supervise the daily activities of his position, coordinates and administers the Fraternity's policies as defined by the Grand Board of Directors, implement and monitor the budget, monitors the quality for the Fraternity's product and services and ensures maximum member satisfaction. Secures and protects the Fraternity's assets including facilities and equipment.

The Executive Director attends meetings of the Fraternity's Executive Committee and Grand Board of Directors, participates in outside activities that are judged as appropriate and approved by the Executive Committee to enhance the prestige of the Fraternity; broaden the scope of the Fraternity's operation of fulfilling the public obligation of the Fraternity as a participating member of the community. The Executive Director shall report to the Executive Committee of the Grand Board. [Adopted at the 76th Grand Chapter Meeting]

**Section 5.** The Grand Board may refine and further document the duties, authorities and conditions of work of the Executive Director. It shall execute employment contracts for periods not to exceed two years at a time, subject to renewal.

**Section 6.** The Executive Committee shall recommend the employment of such permanent headquarters staff to the Grand Board necessary for the successful operation of the International Headquarters.

**Section 7.** The Executive Committee shall have the authority to employ any temporary worker or short-term staff incident to the accomplishment of emergency or special assignments. Temporary worker shall mean staff employed for a total period of ten days or fewer.

## **STATUTE 17. EQUIPMENT AND SUPPLIES**

**Section 1.** The Executive Committee shall assign and affix a number to each item of Fraternity owned equipment regardless of its location or use. Such numbers shall be affixed in metal or lacquered decalcomania for permanent wear.

**Section 2.** The Executive Committee shall maintain a perpetual inventory of all Fraternity owned equipment that reflects; [i] the number assigned; [ii] the quantity; [iii] the description; [iv] the date of purchase; [v] the vendor; [vi] the cost; [vii] the depreciation; and [viii] the estimated current value of each item of Fraternity owned equipment.



**Section 3.** The inventory of equipment shall reflect by number and description any items discarded because they are beyond repair. No item shall be destroyed or otherwise disposed of without written approval of the Executive Committee. The number of each discarded item of equipment shall be retained on the inventory record with a dated entry as to the action taken. New numbers shall be assigned to any replacements.

**Section 4.** The Executive Committee shall maintain a perpetual inventory of all Fraternity owned supplies that reflects; [i] a description of each supply item; [ii] the date of purchase; [iii] the vendor; [iv] purchase amount; [v] cost; and [vi] balance on hand at stated intervals. All supplies shall be kept under lock and key.

**Section 5.** The Executive Director shall transfer equipment or supplies to locations other than the International Headquarters by the use of a standard form that bears the inventory number. If equipment, the form contains a description of the item being transferred, the number of units transferred, and the date of transfer. Such transmittal forms shall be prepared in triplicate and distributed as follows: the original and one copy to the intended receiver with the request that the original be dated, signed and returned to the International Headquarters for filing, and one control copy for retention by the International Headquarters pending return of the requested original copy. A dated notation shall be made in the appropriate space on the inventory sheet reflecting the transmittal action and the related file reference.

**Section 6.** Upon return of any item of equipment from another location to the International Headquarters, appropriate dated notation of return shall be entered on the inventory sheet and the transmittal form and the latter shall be forwarded to the original signatory of that form.

**Section 7.** The Executive Committee shall maintain rigid controls over the Ritual.

## **STATUTE 18. CHARTERS**

**Section 1.** An undergraduate chapter of this Fraternity may be established upon a group petition of at least seven students in regular attendance at any duly recognized college or university in accordance with the Constitution and the following conditions;

- A. The petition shall follow a standard format determined by the Executive Committee;
- B. The petition shall list the petitioners and include; [i] their affiliation currently or in the past with any other similar organization, [ii] the chapter and date of their initiation into Kappa Alpha Psi, if members; [iii] the number of hours of college work earned and the number required for graduation; [iv] their degrees if any; [v] their majors and minors; [vi] transcript of credits and grades earned for the current period or the period immediately preceding the date of the petition; [vii] current cost of living at the college or university; [viii] statement from an appropriate college or university official that the petitioners are current with their financial obligations; [ix] the period over which the group operated as a local fraternity or club prior to the petition and the name of such fraternity or club; [x] the attitude of university officials towards the chartering of a chapter of Kappa Alpha Psi and the names and titles of such officials; [xi] the names and titles of Kappa members of the college faculty or administration; [xii] the names, addresses and positions of any Kappa alumni within or near the immediate vicinity of the proposed chapter; [xiii] the number of national fraternities on the campus and the names of such fraternities if fewer than ten; [xiv] the number of fraternities by name owning, purchasing or renting houses if fewer than ten; [xv] the approximate membership of each fraternity by name where there are ten or fewer fraternities; [xvi] the number of male students on the campus if fewer than 300; [xvii] the possibility for integration within the potential new members and subsequently within the proposed chapter;

[xviii] whether there is a local Inter Fraternity Council or other Greek letter Council recognized by the college or university and if so, its affiliation requirements and attitude towards a chapter of Kappa Alpha Psi; [xix] the extra-curricular activities and successes of the several petitioners; [xx] scholastic honors of the several petitioners; and [xxi] such other information as shall facilitate an objective valuation of the petition;

- C. The original and five copies shall be forwarded in typewritten form to the Executive Director, who shall forward a copy to each member of the Executive Committee and the likely Province Polemarch of jurisdiction, retaining one copy for the International Headquarters files;
- D. The Executive Committee shall have the primary responsibility for examining petitions in terms of authenticity and objective merit. If its examination reflects a majority opinion that the petition is worthy of further inquiry, it shall vote on the necessity for an onsite investigation. Where such vote is in the affirmative, the Executive Director or another person chosen by the Executive Committee shall be required to make an investigation and report his findings and recommendations to the Grand Board for their written votes on the granting of a charter;
- E. If the examination by the Executive Committee reflects as much as a one half opinion either that the school or the petitioners do not qualify or; [i] that the proposed chapter will not have the endorsement of the school; [ii] that an insufficient number of available male students are in regular attendance at the school to give reasonable assurance of continuing operation of a chapter if established; or [iii] other important negative aspects, this shall be made known to the remaining members of the Grand Board prior to a final determining vote taken by the Grand Board in writing; and
- F. No charter shall be granted unless by an affirmative vote of at least two-thirds of the Grand Board.

**Section 2.** A petition for an undergraduate chapter may also be granted by the affirmative vote of three-fourths of the members of the Grand Chapter, present and voting, provided such petition has been earlier presented to and investigated by or upon the authority of the Grand Board.

**Section 3.** The amount submitted with each petition for an undergraduate chapter shall be determined in accordance with Statute 3, Section 8. The amount shall be applied to the cost of investigations incident to such petitions. If the charter is denied, the unexpended portion of such sum shall be returned to the petitioners with an accounting of the expended portion. If the charter is granted, the unexpended portion shall be credited to the cost of establishing the chapter.

**Section 4.** An alumni chapter may be chartered upon the petition of at least ten men with membership in the Fraternity living within a single community or adjacent communities who will affiliate with such chapter if chartered. No person without existing membership in the Fraternity shall be given such membership in lieu of initiation. The petition shall be originated and processed in exact accordance with the Statutes and Fraternity Regulations. The amount submitted with each petition for an alumni chapter shall be determined in accordance with Statute 3, Section 8. The amount shall be applied to the cost incident to establishing the chapter. If the charter is denied, the unexpended portion of such sum shall be returned to the petitioners with an accounting of the expended portion.

**Section 5.** An alumni association may be established upon the petition of at least five members living within a single community or adjacent communities or living separately over a large area within a single state or adjacent states. After one year of successful operation, the Grand Board may change the charter of an alumni association to an alumni chapter contingent upon the current number of members in the alumni association and the proximity of the residences of the members. Under no circumstances shall the Grand Board make such a change where the members of the alumni association live over a large area.

**Section 6.** The Executive Committee shall direct the installation of all chapters and alumni associations.

**Section 7.** No charter shall be issued to establish an undergraduate chapter unless anchorage of that chapter is given official advance assurance by a college or university or unless the Grand Board, for special cause shown, shall waive such requirement. In special cases, the Grand Board may grant a charter to a group of students at different colleges or universities in the same or adjacent cities. Each college or university must qualify for a chapter and there must be no state law prohibiting the establishment of such a charter.

**Section 8.** Each undergraduate and alumni chapter shall maintain a minimum number of active or sustaining members each year as would be required for establishing a new undergraduate or alumni chapter. Failure to maintain such membership levels shall be cause for the Grand Board to place a chapter in a probationary status for a stated period and subsequently to recall the chapter charter.

## **STATUTE 19. UNDERGRADUATE CHAPTERS**

**Section 1.** Each undergraduate chapter shall have in its archives under lock and key; [i] a charter; [ii] a Constitution and Statutes of Kappa Alpha Psi; [iii] at least five Rituals; [iv] a Songbook of Kappa Alpha Psi; [v] a Story of Kappa Alpha Psi; [vi] one copy of its Bylaws; and [vii] a bible and other property required by the Ritual.

**Section 2.** Each undergraduate chapter shall have an alumni advisor in good standing with the Fraternity. This does not preclude the appointment of a faculty advisor by the institution where the chapter is located.

**Section 3.** The duties of an alumni advisor shall include; [i] attending undergraduate chapter meetings at least once each month; [ii] examining accounts payable and receivables monthly; [iii] supervising activities relating to initiation; [iv] making recommendations concerning financially delinquent members; and [v] performing such other duties required of him by the college or the Fraternity. Alumni advisors shall not usurp the responsibilities and authorities of undergraduate chapters for managing their affairs, consistent with college regulations and the Constitution, Statutes and Fraternity Regulations.

**Section 4.** Each undergraduate chapter advisor appointed by the Fraternity shall receive supervision from and report directly to the Province Polemarch of jurisdiction. Upon the recommendation of the Province Polemarch, he shall be reimbursed from the operating fund of the Fraternity for necessary expenses incurred in relation to his duties, subject to limitations prescribed by the Executive Committee.

**Section 5.** Each undergraduate chapter shall formulate, inform its members of, and maintain minimum standards of academic achievement, propriety, and decorum befitting members. Such standards shall not be less than those required by the Fraternity or the college or university at which the chapter is located. The enforcer of this section shall be the Province Polemarch of jurisdiction.

**Section 6.** Disciplinary action taken by a college or university against an undergraduate chapter or a member of an undergraduate chapter shall cause that chapter or member to be placed on probation by the Executive Committee. Such probation shall not be lifted until official assurance is received that the disciplinary action of the school has been removed or upon exonerating evidence given at a hearing called for by an authorized committee of the Fraternity.

**Section 7.** Any member who is an accessory to the circumstances resulting in a disciplinary action against an undergraduate chapter by the Fraternity or a college or university, shall be subject to a fine and

suspension by the Fraternity. It shall impose the fine and suspension after a showing of reasonable cause following an investigation and hearing by an authorized committee of the Fraternity.

**Section 8.** Undergraduate chapters or undergraduate chapter members whose records of scholarship result in disciplinary action by the college or university, or whose records of scholarship would result in such action were the chapters recognized by the colleges or universities, shall be deprived voting rights and the right to participate in social affairs pending receipt of an official statement by the Province Polemarch of jurisdiction that such undergraduate chapters or undergraduate members are in again in satisfactory status.

**Section 9.** Undergraduate chapters shall forward the scholarship ranking of Greek letter organizations on campuses where such rankings are made to; [i] the Executive Committee; [ii] the Province Polemarch of jurisdiction; and [iii] the Polemarch of the alumni chapter in the immediate area each time rankings are issued.

**Section 10.** No chapter or alumni association and no member shall sell invitations or otherwise solicit or accept money from non-members of the Fraternity as a means for the attendance by such non-members at complimentary invitational Fraternity sponsored affairs or as a means of personal financial gains.

## **STATUTE 20. ELECTION OF CHAPTER OFFICERS**

**Section 1.** Officers of each undergraduate chapter shall be elected by October 1 of each year and shall assume the duties of their office immediately.

**Section 2.** Alumni chapter and alumni association officers shall be elected at the regular meeting in May of each year. They shall be formally inducted into office as the last act of business at the June regular meeting following the elections.

**Section 3.** Election of chapter and alumni association officers shall be by secret ballot and a majority vote shall be necessary for a choice.

**Section 4.** No member of a chapter or alumni association shall be eligible for office who is under expulsion, under suspension, or placed on probation by the Fraternity or his college. In the case of undergraduate chapters, no member shall be eligible for office whose cumulative grade point average is below the equivalent of a 2.5/4.0. No member shall be eligible for office who is not in good standing with the Fraternity at any administrative level.

**Section 5.** Each chapter and alumni association shall submit a Chapter Officers Report to the Province Polemarch of jurisdiction and the Executive Director within 30 days of the chapter election. Failure to file a Chapter Officers Report within 30 days of the chapter election may subject the chapter to a fine determined by the Grand Board in accordance with Statute 3, Section 7.

**Section 6.** All officers of each chapter and alumni association, prior to assuming their respective duties, shall kneel at the Sacred Altar of Kappa Alpha Psi and shall repeat the following oath, which shall be administered by the presiding officer or a past Polemarch:

- I (each shall state his name) in the presence of Almighty God and the brothers of Kappa Alpha Psi here assembled, and at the Sacred Delphic Shrine, do solemnly affirm that I will faithfully execute the office of (each inductee shall state his office) and will to the best of my ability

preserve, protect and defend the Ritual, Constitution, Statutes and all other regulations of Kappa Alpha Psi.

**Section 7.** The administrator of the oath shall appropriately charge the officers with their individual and joint responsibilities for a just, efficient and progressive administration. The singing of the Kappa Alpha Psi Hymn shall conclude the ceremony.

## **STATUTE 21. MEMBERSHIP INTAKE**

**Section 1.** All membership intake activities and initiations shall be executed strictly in accordance with the Constitution, Statutes and the Ritual of Kappa Alpha Psi. Where there is or appears to be a conflict between the policies, rules and regulations of a college or university and the Fraternity, the policies, rules and regulations of the college or university shall be followed.

**Section 2.** All potential members shall be registered with the International Headquarters by chapters. The appropriate fee shall accompany such registration. Failure to register all potential members with the International Headquarters shall subject the chapter to a fine determined in accordance with Statute 3, Section 7.

**Section 3.** All hazing as prescribed in the Code of Conduct and Rules of Disciplinary Procedure is prohibited.

**Section 4.** No acts shall be imposed upon potential members by any member, which are not in keeping with the Statutes. When upon investigation by the Province Polemarch or other duly delegated authority there is reasonable evidence of a violation of the rights of an individual with respect to a Statute, particularly with respect to hazing or other illegal treatment of potential members, the chapter and (or) its members shall be subject to disciplinary action.

**Section 5.** No undergraduate chapter shall be authorized to hold an initiation without the advance written approval of the Province Polemarch of jurisdiction. Undergraduate chapters must file transcripts of total credits and grades earned by each candidate for initiation as of the close of the immediately preceding school quarter (or semester) with the Province Polemarch. In lieu of transcripts, they may submit a letter from a school official certifying that each candidate for initiation is eligible in accordance with the college or university regulations to the Province Polemarch. The cumulative grade point average of a candidate must be at least the equivalent of a 2.5/4.0 or in accordance with the requirements of the school, whichever is higher. The undergraduate chapter concerned shall make its request to initiate in accordance with established procedures.

**Section 6.** No chapter shall hold an initiation during any year that such chapter is delinquent with the Fraternity or the Province of jurisdiction in accordance with the Statutes. Such initiation shall be of no effect and the chapter guilty of such infraction shall be subject to a fine and/or suspension.

**Section 7.** No person shall be eligible for initiation by an undergraduate chapter who; [i] is not in regular attendance at a four year college or university; [ii] is not in a college transfer program of a junior or community college as provided in Article XXV, Section 3 at the time of his proposed initiation; or [iii] is taking fewer than 10 semester hours or its equivalent of college work. The minimum number of hours shall not apply to seniors taking fewer than 10 semester hours prior to graduation.

**Section 8.** No person shall be initiated by an alumni chapter who has not received prior approval by the Province Polemarch of jurisdiction.

**Section 9.** The equivalent of an AB degree as used in the Constitution shall mean any earned degree, in contrast to an honorary degree, that normally requires four or more years of academic training at a recognized college or university.

**Section 10.** Persons approved for initiation by alumni chapters shall be thoroughly schooled in the history of college Greek letter organizations in general and Kappa Alpha Psi in particular, and in the important distinctions between college Greek letter organizations and social clubs and lodges.

**Section 11.** Alumni chapters shall file petitions for potential members with the International Headquarters. All such petitions shall follow a standard format devised by the Executive Committee.

**Section 12.** No person shall be initiated into Kappa Alpha Psi whose conduct deviates unfavorably from prevailing standards of morality.

**Section 13.** Paddling, stroking, and all indecent acts are prohibited.

**Section 14.** Violation of any section of this Statute shall be punishable by a fine and/or suspension or expulsion, as provided in the Constitution and the Statutes.

**Section 15.** No person shall be initiated by an undergraduate chapter without official written authorization from his college or university declaring his eligibility and written authorization from the Province Polemarch having jurisdiction over the undergraduate chapter. The eligibility roster must be submitted to the Province Polemarch of jurisdiction in order to receive written authorization. Failure to comply could result in suspension of the chapter, a fine determined in accordance with Statute 3, section 7, or both.

## **STATUTE 22. MEMBERSHIP**

**Section 1.** All chapters and alumni associations shall file membership reports for each fiscal year with the International Headquarters and the Province Polemarch of jurisdiction. Any chapter or alumni association failing to file a membership report by November 30 of each year shall be required to pay a penalty determined in accordance with Statute 3, Section 7 to the Fraternity or the Province of jurisdiction, or both for each such failure.

**Section 2.** No person shall be denied membership in Kappa Alpha Psi for any reason of race, creed, color or national origin.

## **STATUTE 23. LIFE MEMBERSHIP**

**Section 1.** Any member in good standing with the Fraternity who; [i] has not been expelled, suspended or is currently on probation; and [ii] meets the eligibility requirements, established by a majority action of the Grand Board and adopted by a majority of the members of the Grand Chapter, present and voting, shall be eligible to purchase a life membership upon the payment of the appropriate fee. Any change in the eligibility requirements or the fee shall become effective as of the first day of the fiscal year following the adoption of the change. Any change in the life membership fee shall have no effect upon existing life membership contracts.

**Section 2.** A member who selects an installment option set forth in Statute 3, section 6 shall be known as a Subscribing Life Member until he has fulfilled the financial obligation. Nothing contained in this

section shall preclude a Subscribing Life Member from prepaying the balance on his agreement at any time.

**Section 3.** A Subscribing Life Member shall be issued a current financial card during each year that he is paying in accordance with the terms of said agreement.

**Section 4.** Life Members and Subscribing Life Members shall be absolved from the payment of Grand Chapter dues provided they shall be required to pay all Grand Chapter assessments in excess of regular dues. They are also required to pay such dues and assessments as may be prescribed by their respective Provinces, chapters or alumni associations of affiliation. Life Members shall be equally subject with all other members to the Statutes regarding sustaining or participating membership.

## **STATUTE 24. CONTINUOUS MEMBERSHIP**

**Section 1.** Members identified with college chapters are in active, inactive or associate status with the Fraternity. They are active when they have complied with; [i] the provisions of Article XXV, section 1; [ii] the provisions of Article XXV, section 10; and [iii] any provisions imposed by their Provinces of jurisdiction and chapters of affiliation. They are inactive when they have not met the provisions of Article XXV, Section 10 and have not complied with the provisions of their Provinces of jurisdiction and chapters of affiliation. They are associate if eligible for membership in an alumni chapter or alumni association but no such chapter or alumni association is located within the area of the residence of the member and affiliation with an undergraduate chapter is in accordance with the Statutes.

**Section 2.** Members affiliated with alumni chapters or alumni associations or eligible for such affiliation are in sustaining, non-sustaining or associate status with the Fraternity. They are sustaining when they have complied with; [i] the provisions of Article XXV, Section 1; [ii] the provisions of Article XXV, Section 11; and [iii] any provisions imposed by their Provinces of jurisdiction and chapters or alumni associations of affiliation. They are non-sustaining when they have not complied with the provisions of their Provinces of jurisdiction and chapters or alumni associations of affiliation. They are associate if eligible for membership in an undergraduate chapter in accordance with the Statutes but no such chapter is located at their school of attendance or at any other school within the area close enough to make affiliation practical.

**Section 3.** Associate members of undergraduate chapters shall not vote or hold office in such chapters and shall pay dues and assessments required of alumni members by the Fraternity. Associate members carrying full college schedules as candidates for the MA, MS, Ph.D., MD or equivalent degree and members serving internships or as residents for which there is only token pay, shall pay the dues and assessments of members in undergraduate status of the Fraternity. Such resident service must immediately follow the completion of an internship. Chapters established at professional or graduate schools as undergraduate chapters and members of such chapters in undergraduate status shall have all the rights and privileges that accrue to such status, excluding those on the Grand Chapter or Province level, which would place these members in direct competition with members holding less than a baccalaureate degree. Dues and assessments other than those required by the Fraternity shall be in accordance with undergraduate chapter bylaws.

**Section 4.** Associate members of alumni chapters shall not vote or hold office in such chapters and shall pay dues and assessments required of undergraduate members by the Fraternity. Any other required dues and assessments shall be in accordance with the bylaws of the local alumni chapter.

**Section 5.** Both inactive and non-sustaining members shall be denied all of the rights and privileges of active and sustaining members except attendance at undergraduate or alumni chapter and alumni association meetings. While in attendance at such meetings, they shall not vote or hold elective or appointive office or committee membership.

**Section 6.** An alumni member who pays his dues directly to the International Headquarters and who is not a life member shall be known as a Supporting Alumni member. Supporting Alumni members shall be entitled to; [i] attend Grand Chapter meetings, [ii] receive a current Supporting Alumni membership card, and [iii] receive the Kappa Alpha Psi Journal and the Confidential Bulletin. Supporting Alumni members shall not be considered members in good standing with a local chapter and their participation in Fraternity activities at the local chapter level shall be at the pleasure of the local chapter. Election to Grand Chapter office shall be limited to active or sustaining members and those holding life memberships.

**Section 7.** No member shall have active status in any undergraduate chapter after four and one half years from the date of his initiation or his attainment of the required number of hours for graduation, whether or not that total number of hours results in graduation, whichever comes first, except by a three-fourths affirmative vote of the undergraduate chapter with which he is affiliated or is seeking affiliation during a regular meeting of such chapter, plus written sanction by both the Province Polemarch of jurisdiction and the Executive Committee. Pending such sanction, the undergraduate chapter concerned shall consider the member to be in associate status in accordance with this Statute.

**Section 8.** No member shall hold office in an undergraduate chapter who is not currently in attendance at a college or university, except for a limited time and upon written authority of the Province Polemarch of jurisdiction. Such letter of authority shall state the basis for the exception and the period during which it is effective.

## **STATUTE 25. FRATERNITY PUBLICATIONS**

**Section 1.** Publications of the Kappa Alpha Psi Journal, the Grand Chapter Guide, the Kappa Alpha Psi Songbook, and other publications as may be authorized, shall be under the supervision of the Executive Committee in accordance with the Constitution.

**Section 2.** The Editor of the Kappa Alpha Psi Journal shall supervise and direct Journal printing and publication, prepare editorial copy in line with Journal policy, and edit materials received for publication.

**Section 3.** The Kappa Alpha Psi Journal shall be published in Winter, Spring, Summer and Fall or at such other times as may be determined at a Grand Chapter meeting.

**Section 4.** The Grand Board alone shall have the responsibility for entering into oral and written agreements involving the cost of compiling, editing, printing, publishing and mailing Fraternity publications. The Grand Board may not delegate any portion of this responsibility.

**Section 5.** There shall be a Story of Kappa Alpha Psi printed on good paper stock and appropriately bound. The cost of the initial publication shall be borne out of the operating fund of the Fraternity. The revenue from the distribution of such Story shall be credited to the operating fund.

**Section 6.** The sales price of the Story of Kappa Alpha Psi and all other Fraternity publications shall be determined by the Executive Committee based on the current cost of production and distribution.



**Section 7.** The Confidential Bulletin shall be published at least three times during the fiscal year of the Fraternity; it shall contain only information meant for the private consumption of members. Each issue, except the issue published immediately following a Grand Chapter meeting, shall be mailed directly to each member who has not been suspended or expelled, or is not currently on probation, and who has furnished the International Headquarters with a current address. The issue immediately following a Grand Chapter meeting shall be sent to; [i] each alumni association; [ii] each chapter; [iii] each Province Keeper of Records; [iv] each Province Polemarch; [v] each Past Grand Polemarch; and [vi] each national officer. Nothing in this section shall mean that a digest of information contained in the issue published immediately following a Grand Chapter meeting may not be included in a subsequent issue of the Confidential Bulletin.

## **STATUTE 26. PUBLICITY & PUBLICATIONS COMMISSION**

**Section 1.** There shall be a Publicity and Publications Commission of the Fraternity appointed in accordance with Article XXIII, Section I of the Constitution, that shall serve to; [i] bring Fraternity publications of national circulation under central administrative control; [ii] insure the formulation and effectuation of uniform Fraternity policy and procedure with respect to the release of information to the public press; and [iii] expedite coverage of newsworthy plans and accomplishments by or in the interest of the Fraternity and its members.

**Section 2.** The Publicity and Publications Commission shall discharge its duties without compensation. The Fraternity shall bear Publicity and Publications Commission expenses only to the extent of needed supplies, postage and telephone communication whenever given advance authorization by the Grand Polemarch, stenographic services to the chairman, and limited travel in strict accordance with the Statutes by the chairman, whenever required by the Grand Board.

**Section 3.** The Publicity and Publications Commission shall affect its own organization within the limitations of the Constitution, the Statutes and the Fraternity Regulations.

**Section 4.** The Publicity and Publications Commission shall; [i] formulate and recommend a public relations policy for uniform application throughout Kappa Alpha Psi, describing purposes, techniques and newsworthy content; [ii] formulate and recommend Kappa Alpha Psi Journal policy with particular reference to news items, editorial and advertising copy and distribution; [iii] set up and define titles for the staff of the Kappa Alpha Psi Journal; [iv] make periodic cost analyses of the Kappa Alpha Psi Journal, determining income in relation to cost and accordingly to recommend action to the Executive Committee; [v] recommend policy regarding the permissiveness, manner and extent to which authors of Fraternity publications might identify themselves in print with such publications; [vi] provide assistance to any editor requesting it for the initial budgeting, preparation or distribution of Fraternity publications; [vii] prepare and recommend the annual budget for the several Fraternity publications; [viii] prepare and release copy to the public press on a year round basis in conformity with the public relations policy of the Fraternity; and [ix] perform such other related duties as may from time to time be assigned by the Executive Committee.

**Section 5.** The Publicity and Publications Commission shall operate under direct supervision of the Executive Committee.

## **STATUTE 27. NATIONAL SERVICE PROGRAM**

**Section 1.** Guide Right shall be the National Service Program of Kappa Alpha Psi.

**Section 2.** The purpose of Guide Right shall be inspirational, informational and directional to; [i] encourage high school and college attendance; [ii] present the current and future occupation outlook; [iii] assist persons of high school age, potential members and members of the undergraduate chapters to select appropriate careers to fit themselves for life in companionship with others; [iv] develop leadership qualities; [v] achieve academic success; and [vi] secure employment consistent with their qualifications.

**Section 3.** The Grand Polemarch shall appoint a national director annually to administer the Guide Right program. He shall be uniquely qualified to perform the duties of the office.

**Section 4.** Under the direction of the Grand Board and the immediate supervision of the Executive Committee, the Guide Right Director shall; [i] prepare and release such directives necessary for a successful and efficient program; [ii] prepare, distribute and maintain a manual for universal use of chapters and alumni associations for administering Guide Right; [iii] prepare and release biographical and related materials for appropriate distribution by chapters and alumni associations; [iv] supervise a simplified job placement bureau, preferably in the International Headquarters, in accordance with the Guide Right purpose; [v] give functional supervision to chapters and alumni associations for Guide Right programming; [vi] recommend a yearly budget to the Executive Committee; and [vi] perform such other related duties as may be required of him.

**Section 5.** The Guide Right Director may recommend the appointment of such assistants as may be required for the performance of the office.

**Section 6.** The Fraternity Regulations shall define the allowable expenses of the Guide Right Director.

## **STATUTE 28. THE ACHIEVEMENT COMMISSION**

**Section 1.** There shall be an Achievement Commission of Kappa Alpha Psi. The Achievement Commission shall consist of; [i] a chairman who is a member in good standing appointed by the Grand Polemarch to a term concurrent with his term; and [ii] one member in good standing from each Province appointed by the Grand Polemarch. No Province Polemarch shall be a member of the Achievement Commission. The terms of the incumbent members of the Achievement Commission shall expire on the last day of the fiscal year of the Fraternity. Achievement Commission members shall be appointed to four-year terms to expire on the last day of the fiscal year of the Fraternity. No member shall serve more than three consecutive terms on the Achievement Commission. The Grand Polemarch may replace any member of the Achievement Commission when he deems it in the best interest of the Fraternity. The Achievement Commission shall be accountable to the Grand Polemarch for its actions.

**Section 2.** The Achievement Commission shall; [i] administer the Elder Watson Diggs and the Guy Levis Grant awards in strict accordance with the Statutes and Fraternity Regulations; [ii] collect and forward evidence of achievements to the Grand Historian for permanent keep; [iii] recommend candidates for the Kappa Alpha Psi Humanitarian, Byron Kenneth Armstrong, Edward Giles Irvin and Paul Waymond Caine awards to the Grand Board; [iv] cooperate closely with the Publicity and Publications Commission for the maintenance of good public relations, and [v] perform such other related duties requested by the Grand Board or at a Grand Chapter meeting.

**Section 3.** The expenses of the Achievement Commission shall be borne by the Fraternity subject to budgetary limitations and approval by the Grand Board.

## **STATUTE 29. THE LAUREL WREATH AWARD**

**Section 1.** There shall be a Laurel Wreath of Kappa Alpha Psi available only to members in good standing with the Fraternity for extra meritorious achievement as described in this Statute.

**Section 2.** The Laurel Wreath award shall consist of a jeweled Fraternity badge framed with laurel leaves in gold accompanied by a citation of merit.

**Section 3.** The Laurel Wreath Commission of Kappa Alpha Psi shall administer the Laurel Wreath award. The Laurel Wreath Commission shall consist of; [i] a chairman who is a member in good standing appointed by the Grand Polemarch to a term concurrent with his term; and [ii] one member in good standing from each Province appointed by the Grand Polemarch. No Province Polemarch shall be a member of the Laurel Wreath Commission. The terms of the incumbent members of the Laurel Wreath Commission shall expire on the last day of the fiscal year of the Fraternity. Laurel Wreath Commission members shall be appointed to four-year terms to expire on the last day of the fiscal year of the Fraternity. No member shall serve more than three consecutive terms on the Laurel Wreath Commission. The Grand Polemarch may replace any member of the Laurel Wreath Commission when he deems it in the best interest of the Fraternity. The Laurel Wreath Commission shall be accountable to the Grand Polemarch for its actions.

**Section 4.** The Executive Committee shall formulate the procedural implementation of this Statute.

**Section 5.** Only such persons shall be considered for the Laurel Wreath award as are determined to be eligible for candidacy in accordance with the following standards

- A. A candidate must be in good standing with his college and the Fraternity (Grand Chapter, Province, chapter or alumni association) in strict accordance with college regulations and the Statutes;
- B. A candidate must have paid his Grand Chapter dues over the current and immediately preceding four year period, provided that if he has been a member for fewer than five years, he must have been continuously financial throughout the period of his membership;
- C. The character of a candidate must reflect creditably upon himself, his college, if a student, and his Fraternity;
- D. The achievement that is the principal basis for candidacy must be of exceptional merit and national or international in scope of recognition; and
- E. A candidate should have manifested interest in the Fraternity beyond the payment of dues and assessments

**Section 6.** Candidates must obtain The Laurel Wreath Award petition from the International Headquarters. Only such petitions shall be given consideration as originate in the chapter or alumni association of active affiliation and at the Province Council of jurisdiction. No petition shall be considered unless two (2) original copies have been sent to the International Headquarters and postmarked within 14 days of the end of the Province Council. Additionally, within the same time frame, copies of the petition should be mailed OR uploaded to the Commission. Mailed petitions should be sent to the following: One copy to the Commission Chairman and one copy to each member of the Commission. An electronic copy of the petitions should be uploaded to the Laurel Wreath Commission electronic storage location indicated on the petition instruction form. Upon receipt, The International Headquarters shall immediately correspond with the Laurel Wreath Commission Chairman, certifying the eligibility or ineligibility of the member for the award. The Laurel Wreath Commission shall hold a meeting to consider all petitions in time to forward its report for action to the Grand Board before the next regularly scheduled Grand Chapter meeting.

**Section 7.** The achievement of the candidates shall be adequately and convincingly presented in strict accordance with the related Fraternity Regulations and in support of one of the following standards:

- A. Extra meritorious contributions to the advancement of Kappa Alpha Psi;
- B. Achievement of exceptional scientific, technological or professional merit;
- C. Exceptional achievement as reflected in the origin or development of a highly representative commercial or industrial enterprise; or
- D. An act of courage or valor worthy of the Congressional Medal of Honor.

**Section 8.** The Laurel Wreath Commission shall thoroughly examine and investigate all petitions for the Laurel Wreath award in accordance with this Statute and the related Fraternity Regulations. It shall recommend no more than four candidates to receive the Laurel Wreath award to the Grand Board.

**Section 9.** Contingent upon a three-fourths affirmative vote of the Laurel Wreath Commission, the Grand Board shall review and vote upon the recommended candidates for the Laurel Wreath award.

**Section 10.** Contingent upon a three-fourths affirmative vote of the Grand Board, the names of the successful candidates shall be placed on the ballot at the next Grand Chapter meeting.

**Section 11.** When balloted upon at a Grand Chapter meeting, three-fourths of those present and voting must cast affirmative ballots for a candidate to have the Laurel Wreath award conferred. Any such vote at a Grand Chapter meeting shall be by secret ballot. Such voting shall be in accordance with the voting requirements for national officers.

**Section 12.** No more than four Laurel Wreath awards shall be conferred at a Grand Chapter meeting.

**Section 13.** The Grand Polemarch shall present the Laurel Wreath award as a programmed feature of the Grand Chapter meeting following the date of determination.

**Section 14.** The expenses of the Laurel Wreath Commission to the extent of stationary, postage, reporting and any necessary duplication of materials shall be borne by the Fraternity.

**Section 15.** The Publicity and Publications Commission shall see to the release of publicity becoming to the Laurel Wreath award in accordance with the Statutes and Fraternity Regulations.

**Section 16.** Except as provided by Fraternity Regulations, information regarding current and intermediary voting in relation to the Laurel Wreath award shall be treated as confidential.

### **STATUTE 30. THE ELDER WATSON DIGGS AWARD**

**Section 1.** There shall be an Elder Watson Diggs Award of Kappa Alpha Psi, named for a revered Founder of the Fraternity available only to members for meritorious achievement as described in this Statute.

**Section 2.** The Elder Watson Diggs Award shall consist of an appropriately designed medallion and a certificate of merit.

**Section 3.** The Achievement Commission shall administer the Elder Watson Diggs Award.

**Section 4.** The Executive Committee shall formulate the procedural implementation of this Statute.

**Section 5.** Only such persons shall be considered for the Elder Watson Diggs Award as are determined to be eligible for candidacy in accordance with the following standards

- A. A candidate must be in good standing with his college and the Fraternity (Grand Chapter, Province, chapter or alumni association) in strict accordance with college regulations and the Statutes;
- B. A candidate must have paid his Grand Chapter dues over the current and immediately preceding four-year period, provided that if he has been a member for fewer than five years, he must have been continuously financial throughout the period of his membership;
- C. The character of a candidate must reflect creditably upon himself, his college, if a student, and his Fraternity;
- D. The achievement that is the basis for candidacy must be of outstanding merit; and
- E. A candidate should have manifested interest in the Fraternity beyond the payment of dues and assessments

**Section 6.** Candidates must obtain The Elder Watson Diggs Award petition from the International Headquarters. Only such petitions shall be given consideration as originate in the chapter or alumni association of active affiliation and at the Province Council of jurisdiction. No petition shall be considered unless the original petition has been sent to International Headquarters and postmarked within 14 days of the end of the Province Council. Additionally, within the same time frame, a hard copy of the petition should be mailed by the petitioner to the Chairman and each member of the Achievement Commission OR a copy uploaded to the Achievement Commission electronic storage location indicated on the petition instruction form. Upon receipt, The International Headquarters shall immediately correspond with the Achievement Commission Chairman, certifying the eligibility or ineligibility of the member for the award. The Achievement Commission shall hold a meeting to consider all petitions in time to forward its report for action to the Grand Board before the next regularly scheduled Grand Chapter meeting.

**Section 7.** The achievement of the candidates shall be adequately and convincingly presented in strict accordance with the related Fraternity Regulations and in support of one of the following standards

- A. Successful promotion of a financial drive resulting in a competitive type of undergraduate chapter home;
- B. Effective supervision of an undergraduate chapter home over a period of at least five successive years;
- C. Performance of a plus job of administering the duties of an office with judgment, initiative and resourcefulness, objectively measured in terms of actual results over a period of at least two successive years;
- D. Supervision of an undergraduate chapter over a period of at least six successive regular academic quarters (four semesters) to maintain a scholarship ranking among the upper 25% of Greek letter organizations on campuses where such organizations number from four to nine, maintaining a personal average of at least a B grade (if a student himself) while contributing significantly to other college and Fraternity objectives;
- E. Supervision of an undergraduate chapter over a period of at least three successive regular academic quarters (two semesters) to maintain a scholarship ranking among the upper 25% of Greek letter organizations on campuses where such organizations number 10 or more, maintaining a personal average of at least a B grade (if a student himself) while contributing significantly to other college and Fraternity objectives;
- F. Successful supervision of a program directly in the community interest and reflective in the Fraternity interest over a period of five or more successive years, objectively measured in terms of actual results obtained;
- G. Significant achievement or contributions, other than monetary, within a field of endeavor,

- objectively measured in terms of the nature and extensiveness of such achievements or contributions, and the acclaim from a representative professional, commercial, industrial, technical, religious, scientific, governmental or labor organization; or
- H. Performance of an act of unusual courage or valor.

**Section 8.** The Achievement Commission shall thoroughly examine and investigate all petitions for the Elder Watson Diggs Award in accordance with this Statute and the related Fraternity Regulations and recommend not more than five candidates to receive the Elder Watson Diggs Award to the Grand Board.

**Section 9.** The successive majority affirmative vote of the Achievement Commission and the Grand Board shall be required to grant the Elder Watson Diggs Award.

**Section 10.** No more than five Elder Watson Diggs Awards shall be conferred at a Grand Chapter meeting.

**Section 11.** The Grand Polemarch shall present the Elder Watson Diggs Award as a programmed feature of the Grand Chapter meeting following the date of determination.

**Section 12.** The Publicity and Publications Commission shall see to the release of publicity becoming to the Elder Watson Diggs Award in accordance with the Statutes and Fraternity Regulations.

**Section 13.** Except as provided by Fraternity Regulations, information regarding current and intermediary voting in relation to the Elder Watson Diggs Award shall be treated as confidential.

### **STATUTE 31. THE GUY LEVIS GRANT AWARD**

**Section 1.** There shall be a Guy Levis Grant Award of Kappa Alpha Psi, named for a revered Founder of the Fraternity, given to as many as six undergraduate chapter members for meritorious and stellar achievements as described and defined in this Statute.

**Section 2.** The Guy Levis Grant Award shall consist of an appropriately designed medallion and a certificate of merit. A duplicate certificate shall be awarded to the undergraduate chapter of the recipient.

**Section 3.** The Achievement Commission shall administer the Guy Levis Grant Award.

**Section 4.** The Executive Committee shall formulate the procedural implementation of this Statute.

**Section 5.** Only such persons shall be considered for the Guy Levis Grant Award as are determined to be eligible for candidacy in accordance with the following standards:

- A. A candidate must be in good standing with his college and the Fraternity (Grand Chapter, Province and undergraduate chapter) in strict accordance with the Statutes;
- B. The character of a candidate must reflect creditably upon himself, his college and the Fraternity;
- C. The achievement that is the basis for candidacy must be of meritorious and stellar quality;
- D. A candidate should have manifested interest in the Fraternity beyond the payment of dues and assessments; and
- E. A candidate must have at least a 3.0 average on a 4.0 scale.

**Section 6.** Candidates must obtain The Guy Levis Grant Award petition from the International Headquarters. Only such petitions shall be given consideration as originate in the undergraduate chapter of active affiliation and at the Province Council of jurisdiction. No petition shall be considered unless the original petition has been sent to International Headquarters and postmarked within 14 days of the end of the Province Council. Additionally, within the same time frame, a hard copy of the petition should be mailed by the petitioner to the Chairman and each member of the Achievement Commission OR an electronic copy of the petition may be uploaded to the Achievement Commission electronic storage location indicated on the petition instruction form. Upon receipt, The International Headquarters shall immediately correspond with the Achievement Commission Chairman, certifying the eligibility or ineligibility of the member for the award. The Achievement Commission shall hold a meeting to consider all petitions in time to forward its report for action to the Grand Board before the next regularly scheduled Grand Chapter meeting.

**Section 7.** The achievement of the candidates shall be adequately and convincingly presented in strict accordance with the related Fraternity Regulations. In order to be eligible for nomination a candidate must have performed a meritorious job of administering the duties of an office or other assignment within his chapter with good judgment, initiative and resourcefulness, objectively measured in terms of actual results and either:

- A. Meritorious participation in a promotion towards the advancement of the Fraternity;
- B. Contributions of exceptional merit in the community interest and reflective in the interest of the Fraternity;
- C. Outstanding achievement in any human endeavor, objectively measured in terms of the nature and extensiveness of the achievement; and
- D. Performance of an act of unusual courage or valor.

**Section 8.** The Achievement Commission shall thoroughly examine and investigate all petitions for the Guy Levis Grant Award in accordance with this Statute and the related Fraternity Regulations.

**Section 9.** A majority affirmative vote of the Achievement Commission and the approval by the Grand Polemarch shall be required to grant the Guy Levis Grant Award.

**Section 10.** The Grand Polemarch shall present the Guy Levis Grant Award as a programmed feature of the Grand Chapter meeting following the date of determination.

**Section 11.** The Publicity and Publications Commission shall see to the release of publicity becoming to the Guy Levis Grant Award in accordance with the Statutes and Fraternity Regulations.

**Section 12.** Except as provided by Fraternity Regulations, information regarding current and intermediary voting in relation to the Guy Levis Grant Award shall be treated as confidential.

## **STATUTE 32. THE BYRON KENNETH ARMSTRONG AWARD**

**Section 1.** There shall be a Byron Kenneth Armstrong Award of Kappa Alpha Psi, named for a revered Founder of the Fraternity, available to undergraduate members of the Fraternity for outstanding academic achievements as defined in this Statute.

**Section 2.** The Byron Kenneth Armstrong Award shall consist of a plaque and a monetary award determined by the Grand Board.

**Section 3.** The Achievement Commission shall administer the Byron Kenneth Armstrong Award.

**Section 4.** The Executive Committee shall formulate the procedural implementation of this Statute.

**Section 5.** Only such persons shall be considered candidates for the Byron Kenneth Armstrong Award as are determined to be eligible for candidacy in accordance with the following standards:

- A. A candidate must be in good standing with his college and the Fraternity (Grand Chapter, Province and undergraduate chapter) in strict accordance with the Statutes;
- B. A candidate must be matriculating for an undergraduate degree;
- C. A candidate must be eligible for graduation in the term immediately preceding or during the term his Province Council is held;
- D. A candidate must have a cumulative grade point average of at least 3.00 on a 4.00 scale or the equivalent; and
- E. The character of a candidate must reflect creditably upon himself, his college, and the Fraternity.

**Section 6.** Candidates must obtain The Byron Kenneth Armstrong Scholars Award petition from the International Headquarters. Only petitions originated by the undergraduate chapter of affiliation of a candidate will receive consideration. No petition shall be considered unless the original petition has been sent to International Headquarters and postmarked within 14 days of the end of the Province Council. Additionally, within the same time frame a hard one copy of the petition should be mailed by the petitioner to the Chairman and each member of the Achievement Commission OR an electronic copy of the petition may be uploaded to the Achievement Commission electronic storage location indicated on the petition instruction form. Upon receipt, The International Headquarters shall immediately correspond with the Achievement Commission Chairman, certifying the eligibility or ineligibility of the member for the award. The Achievement Commission shall hold a meeting to consider all petitions in time to forward its report for action to the Grand Board before the next regularly scheduled Grand Chapter meeting.

**Section 7.** The Achievement Commission shall review all official petitions for the Byron Kenneth Armstrong Award and recommend as many as six (6) top scholars to the Grand Board for approval.

**Section 8.** A majority affirmative vote of the Achievement Commission and by the Grand Board shall be required to grant the Byron Kenneth Armstrong Award.

**Section 9.** The Grand Polemarch shall present the Byron Kenneth Armstrong Award as a programmed feature of the Grand Chapter meeting following the date of determination.

**Section 10.** The Publicity and Publications Commission shall see to the release of publicity becoming to the Byron Kenneth Armstrong Award in accordance with the Statutes and Fraternity Regulations.

**Section 11.** Except as provided by Fraternity Regulations, information regarding current and intermediary voting in relation to the Byron Kenneth Armstrong Award shall be treated as confidential.

### **STATUTE 33. THE PAUL WAYMOND CAINE AWARD**

**Section 1.** There shall be a Paul Waymond Caine Award of Kappa Alpha Psi, named for a revered Founder of the Fraternity, available to alumni chapters chartered by the Grand Board or authorized at a Grand Chapter meeting for outstanding achievements.

**Section 2.** The Paul Waymond Caine Award shall consist of an appropriately designed certificate of merit.



**Section 3.** The Achievement Commission shall administer the Paul Waymond Caine Award.

**Section 4.** The Executive Committee shall formulate the procedural implementation of this Statute.

**Section 5.** A chapter is eligible for the Paul Waymond Caine Award based on the size of its membership as of the date of its submission and in accordance with the following standards:

- A. A chapter with at least ten but not more than 30 members in good standing with the Fraternity at the Grand Chapter, Province and chapter levels is in the small chapter category;
- B. A chapter with at least 31 but not more than 60 members in good standing with the Fraternity at the Grand Chapter, Province and chapter levels is in the medium chapter category; and
- C. A chapter with more than 60 members in good standing with the Fraternity at the Grand Chapter, Province and chapter levels is in the large chapter category.

**Section 6.** Chapters must obtain The Paul Waymond Caine Alumni Chapter of the Year Award petition from the International Headquarters. Only petitions originated by the Province Council of jurisdiction will receive consideration. No petition shall be considered unless the original petition has been sent to International Headquarters and postmarked within 14 days of the end of the Province Council. Additionally, within the same time frame a hard copy of the petition should be mailed by the petitioner to the Chairman and each member of the Achievement Commission OR an electronic copy of the petition may be uploaded to the Achievement Commission electronic storage location indicated on the petition instruction form. Upon receipt, The International Headquarters shall immediately correspond with the Achievement Commission Chairman, certifying the eligibility or ineligibility of the member for the award. The Achievement Commission shall hold a meeting to consider all petitions in time to forward its report for action to the Grand Board before the next regularly scheduled Grand Chapter meeting.

**Section 7.** The activities included in the official petition shall only include activities beginning after the adjournment of the last Council held in the year of a Grand Chapter meeting and ending before the Council held in the year of the next Grand Chapter meeting.

**Section 8.** The Achievement Commission shall review all official petitions for the Paul Waymond Caine Award and recommend one chapter in each category to the Grand Board for approval.

**Section 9.** A majority affirmative vote of the Achievement Commission and by the Grand Board shall be required to grant the Paul Waymond Caine Award.

**Section 10.** The Grand Polemarch shall present the Paul Waymond Caine Awards as a programmed feature of the Grand Chapter meeting following the date of determination.

**Section 11.** The Publicity and Publications Commission shall see to the release of publicity becoming to the Paul Waymond Caine Award in accordance with the Statutes and Fraternity Regulations.

**Section 12.** Except as provided by Fraternity Regulations, information regarding current and intermediary voting in relation to the Paul Waymond Caine Award shall be treated as confidential.

### **STATUTE 34. THE EDWARD GILES IRVIN AWARD**

**Section 1.** There shall be an Edward Giles Irvin Award of Kappa Alpha Psi, named for a revered Founder of the Fraternity, available to undergraduate chapters chartered by the Grand Board or authorized at a Grand Chapter meeting for outstanding achievements.

**Section 2.** The Edward Giles Irvin Award shall consist of an appropriately designed certificate of merit.

**Section 3.** The Achievement Commission shall administer the Edward Giles Irvin Award.

**Section 4.** The Executive Committee shall formulate the procedural implementation of this Statute.

**Section 5.** A chapter is eligible for the Edward Giles Irvin Award based on the size of its membership as of the date of its submission and in accordance with the following standards:

- A. A chapter with at least seven but not more than 20 members in good standing with the Fraternity at the Grand Chapter, Province and chapter levels is in the small chapter category;
- B. A chapter with at least 21 but not more than 30 members in good standing with the Fraternity at the Grand Chapter, Province and chapter levels is in the medium chapter category; and
- C. A chapter with more than 30 members in good standing with the Fraternity at the Grand Chapter, Province and chapter levels is in the large chapter category.

**Section 6.** Chapters must obtain The Edward Giles Irvin Undergraduate Chapter of the Year Award petition from the International Headquarters. Only petitions originated by the Province Council of jurisdiction will receive consideration. No petition shall be considered unless the original petition has been sent to International Headquarters and postmarked within 14 days of the end of the Province Council. Additionally, within the same time frame a hard copy of the petition should be mailed by the petitioner to the Chairman and each member of the Achievement Commission OR an electronic copy of the petition may be uploaded to the Achievement Commission electronic storage location indicated on the petition instruction form. Upon receipt, The International Headquarters shall immediately correspond with the Achievement Commission Chairman, certifying the eligibility or ineligibility of the member for the award. The Achievement Commission shall hold a meeting to consider all petitions in time to forward its report for action to the Grand Board before the next regularly scheduled Grand Chapter meeting.

**Section 7.** The activities included in the official petition shall only include activities beginning after the adjournment of the last Council held in the year of a Grand Chapter meeting and ending before the Council held in the year of the next Grand Chapter meeting.

**Section 8.** The Achievement Commission shall review all official petitions for the Edward Giles Irvin Award and recommend one chapter in each category to the Grand Board for approval.

**Section 9.** A majority affirmative vote of the Achievement Commission and by the Grand Board shall be required to grant the Edward Giles Irvin Award.

**Section 10.** The Grand Polemarch shall present the Edward Giles Irvin Awards as a programmed feature of the Grand Chapter meeting following the date of determination.

**Section 11.** The Publicity and Publications Commission shall see to the release of publicity becoming to the Edward Giles Irvin Award in accordance with the Statutes and Fraternity Regulations.

**Section 12.** Except as provided by Fraternity Regulations, information regarding current and intermediary voting in relation to the Edward Giles Irvin Award shall be treated as confidential.

## **STATUTE 35. INSIGNIA, JEWELRY, ETCETERA**

**Section 1.** The badge and other insignia of Kappa Alpha Psi shall be described in the Ritual and registered with the United States Department of Commerce.

**Section 2.** No person who is not a member of this Fraternity shall wear the badge of Kappa Alpha Psi.

**Section 3.** No person who is not a member, except the official jeweler of Kappa Alpha Psi or such other person or firm authorized by the Grand Board, shall reproduce (or have reproduced) any insignia of this Fraternity for any use whatsoever. Under no circumstances shall such authority extend to the sale of any items that bear the insignia of this Fraternity.

**Section 4.** No jeweler, person, or firm shall manufacture or sell the badge of Kappa Alpha Psi or any other items of jewelry bearing any insignia of this Fraternity unless specifically authorized to do so under a written contract with the Fraternity.

**Section 5.** No chapter, alumni association or member shall purchase a Kappa Alpha Psi badge or other insignia except upon official order to the Executive Director.

**Section 6.** The Grand Board shall contract for the manufacture and sale to the Fraternity of such badges and other insignia as it may see fit.

**Section 7.** The badge of the Fraternity shall be restricted to its use as a badge. Neither the badge nor any facsimile thereof shall be used on programs, articles of wear, stationary, jewelry, announcements, invitations, etc. The Executive Committee may authorize the reproduction or use of the badge in conjunction with special awards to members of the Grand Chapter. The coat of arms shall be used for purposes objectionable for use of the badge.

**Section 8.** Under no circumstances shall the Laurel Wreath be reproduced or used for any other reason than as the Laurel Wreath Award.

## **STATUTE 36. INDUCTION OF NATIONAL OFFICERS**

**Section 1.** The national officers shall be formally inducted into office, preferably by a Past Grand Polemarch, as the last item of business on the final day of each regular Grand Chapter meeting. Sufficient time shall be allowed at an hour early enough to enable a dignified and impressive ceremony.

**Section 2.** All officers for induction into office shall kneel at the sacred altar of Kappa Alpha Psi and shall repeat the following oath with proper interpolations:

- I (each inductee shall state his name) in the presence of Almighty God and the brothers of Kappa Alpha Psi here assembled, and at the Sacred Delphic Shrine, do solemnly affirm that I will faithfully execute the office of (each inductee shall state his office) and will to the best of my ability preserve, protect and defend the Ritual, Constitution, Statutes and all other regulations of Kappa Alpha Psi.

**Section 3.** The administrator of the oath shall appropriately charge the officers with their individual and joint responsibilities for a just, efficient and progressive administration. The singing of the Kappa Alpha Psi Hymn shall conclude the ceremony.

## **STATUTE 37. THE RITUAL**

**Section 1.** The Grand Chapter shall provide a uniform Ritual that all chapters and alumni associations shall use.

**Section 2.** The Ritual, signs and the significance of emblems of this Fraternity are secrets of the Fraternity. Divulging any secret of this Fraternity shall constitute a misdemeanor punishable by fine, suspension or expulsion.

**Section 3.** The Oath of Rededication Ceremony is an occasion for the rededication by members to the best purposes of the Fraternity. It shall not be desecrated in any manner whatsoever.

**Section 4.** No photographs shall be taken of or publicity given to the Oath of Rededication Ceremony of Kappa Alpha Psi.

**Section 5.** The Ritual may be revised by a three-fourths affirmative vote of the members of the Grand Chapter, present and voting, upon the recommendation of the Grand Board.

### **STATUTE 38. DISCIPLINARY ACTION**

**Section 1.** In the case of a chapter or an alumni association, suspension shall mean said chapter or alumni association ceases functioning as a chapter or alumni association and ceases to exercise any rights and privileges commonly associated with its relationship to the Fraternity. The chapter or alumni association shall ship all records, minutes, bookkeeping systems and other archival materials to the International Headquarters to remain during the period of the suspension. Notice of the suspension shall be carried in the next issue of the Confidential Bulletin following the suspension.

**Section 2.** In the case of members, suspension shall mean they shall not participate in any activities normally permitted to members of Kappa Alpha Psi who are not in disciplinary status nor shall such members represent themselves as members. They shall not wear a pin or other Kappa insignia or paraphernalia during the period of suspension. Notice of the suspension shall be carried in the next issue of the Confidential Bulletin following the suspension.

**Section 3.** Any person may initiate a disciplinary proceeding by registering a complaint with either the Province Polemarch of jurisdiction or the International Headquarters. Such complaint may be made orally but shall be reduced to writing before a hearing is conducted.

**Section 4.** No member, chapter or alumni association may be suspended, expelled, or fined by the Fraternity without a hearing, except as provided in Statute 20, Section 6.

**Section 5.** Hearing Officers shall hear complaints. Hearing Officers shall be; [i] persons duly appointed by the Grand Polemarch; [ii] Province Polemarchs; or [iii] designees of the Province Polemarchs.

**Section 6.** Hearings shall be conducted in accordance with the Rules of Procedures set forth in the Code of Conduct and Rules of Disciplinary Procedure.

**Section 7.** An appeal from the decision of the Hearing Officer may be made to the Board of Appeals. The Board of Appeals shall consist of five members of the Grand Board, two of whom shall be undergraduate members appointed by the Grand Polemarch to hear appeals as they may arise. The Grand Polemarch shall designate one of the members of the Board of Appeals as its chairman. Any decision made by the Board of Appeals must be by majority vote.

**Section 8.** An appeal to the Board of Appeals is made only on the following grounds; [i] allegations of improper implementation of the Rules of Procedure; [ii] allegations of improper interpretations of the Constitution, Statutes or Code of Conduct and Rules of Disciplinary Procedures on questions of guilt and (or) punishment; and [iii] all actions in non-hazing matters.

**Section 9.** There shall be no appeal from the decision of the Board of Appeals.

**Section 10.** The Grand Board shall prescribe the Rules of Procedure used throughout the hearing and appeal process.

## **STATUTE 39. AMENDMENT OR REPEAL OF STATUTES**

**Section 1.** The Statutes may be amended by a two-thirds affirmative vote of the members of the Grand Chapter, present and voting, provided a proposed amendment has been submitted in writing in accordance with the further provisions of this Statute.

**Section 2.** Proposed amendments may be submitted only from a Council or by the Grand Board. Any such proposed amendment shall be submitted in writing to the International Headquarters not fewer than 90 days before the Grand Chapter meeting at which it is to be considered. Any proposed amendment shall be accompanied with a written statement stating the rationale in support of the proposed amendment.

**Section 3.** To be submitted to the members of the Grand Chapter for consideration, the proposed amendment with the accompanying support information shall be referred to a standing committee on constitution and statute amendments. This committee shall consist of one undergraduate and one alumni member from each Province, and one member of the Grand Board, who shall serve as the chairman. The General Counsel shall serve as the advisor to the committee.

**Section 4.** The Executive Director shall circulate the proposed amendments with supporting rationale not fewer than 30 days prior to the next Grand Chapter meeting to all; [i] living Past Grand Polemarchs, [ii] national officers, [iii] Province Polemarchs, [iv] chapters, and [v] alumni associations.

**Section 5.** Only those proposed amendments, approved by a majority vote of the committee shall be submitted to the members of the Grand Chapter for legislative consideration. Those proposed amendments not approved by the committee may be considered only upon a two-thirds affirmative vote of the members of the Grand Chapter without debate.

**Section 6.** Any amendment to the Statutes shall be in full force and effect on and after the date of its passage, unless otherwise provided.