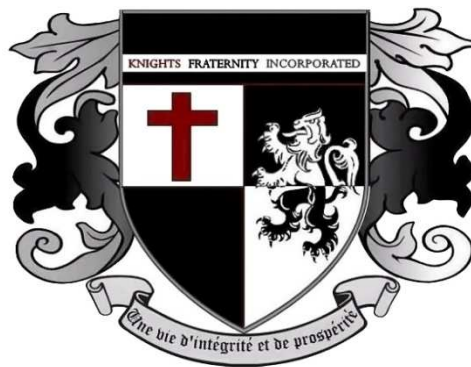




KNIGHTS FRATERNITY INCORPORATED

“A Life of Integrity and Prosperity...”

THE OFFICIAL CONSTITUTION



UPDATED:
SEPTEMBER 6, 2011

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PREAMBLE

The organization shall be known and designated as the Knights Fraternity Incorporated, hereafter referred to as “KFI” or the “Fraternity”.

The Knights Fraternity Inc. is founded on the pillars of integrity and prosperity. We believe that the very essence of a life well spent has much to do with what we achieve, but even more to do with the positive impact we have on our fellow citizens as a testament of our role as leaders—striking a fine balance between prosperity and the social obligations that all moral men should strive to achieve.

By living “a life of integrity and prosperity,” KFI places strong emphasis on the importance of striving for personal development, spirituality, respect for individuals, impactful service, and cultural preservation.

With due consideration given to the growing significance of Africans within the global community, we, the Knights Fraternity Incorporated, hereby establish and ordain this **Constitution**.

ARTICLE I – VISION & MISSION STATEMENTS

Section 1 – Vision Statement

Our vision is to develop a global order of distinguished individuals who will foster an era of unrivalled and measurable socio-economic development for humanity across the globe, with particular emphasis on the African continent - such charge will be engendered by outstanding leadership, remarkable vision, and a high level of integrity.

Section 2 – Mission Statement

With our core values being education and continuous quest for knowledge, integrity in all aspects of life, leadership, community outreach, and respect for human dignity, our mission is to create a platform that will contemplate and execute visionary ideas to improve leadership and economic prosperity in Africa and the global community.

ARTICLE II – MEMBERSHIP

Section 1 – General Membership

Membership to KFI is **ONLY** open to all full-time undergraduate, graduate, and professional male students at any accredited college or university in the world. No prospective member will be denied admission into KFI on any discriminating variable, including, but not limited to race, religion, creed, country of origin, or sexual orientation.

The ideal prospective member shall be a rising junior (second semester of sophomore year) for undergraduates, and 1st year graduate students.

Section 2 – Qualification & Active Membership

To be considered, accepted, and remain an active member (“Knight”) of KFI, each prospect and member at the collegiate level must meet **ALL** of the following requirements:

- A. Be a full-time student in good academic standing, with “full-time” defined as enrollment in a minimum of 12 credit hours each semester. An exception will be made in the spring semester of each academic year when a senior may remain active with a minimum of 6-9 credits.
- B. A minimum of a **3.50** cumulative grade point average to be considered for entry, and minimum of a **3.00** grade point average (per semester) to continue to be in good academic standing for the organization after admittance. In an instance where a candidate has demonstrated adequate leadership achievement but for some reason does not meet the minimum G.P.A. entry requirement, he may still be considered.
- C. Be in good financial standing with the chapter. “Good financial standing” means the payment of all chapter dues required of each member up till the date under consideration, as communicated by the Financial Undersecretary. Failure to meet ones financial obligations will result in member accruing demerits and facing potential termination of membership as stipulated in the Demerits and Ranking System guides – Article VIII.
- D. Remain in good disciplinary standing in accordance with the University judicial system, which is stated in the Howard University Student Handbook. Sanctioning of any KFI member to disciplinary probation (or any more severe sanction) for verified offenses will be considered a loss of good standing, and his membership will be subject to a re-evaluation by the Alumni Chapter Executive

Board whose final recommendation shall be reviewed and adjudicated by the KFI Senate.

ARTICLE III – RIGHTS & RESPONSIBILITIES

Section 1 - General Rights

- A. Every KFI member has the right to freedom of speech, of the press, of peaceful assembly, and to promote common interests provided the exercise of these rights does not conflict with the mission statement of his member chapter, institution (e.g. college), or the overriding mission of the organization.
- B. Any member of the KFI under disciplinary/judicial review has the right to due process.
- C. Every active (article III, section 2) KFI member has the right to request fiscal reports from the Financial Undersecretary of his chapter.
- D. Every active (article III, section 2) KFI member not under inhibiting sanctions for demerits and penalties (see Demerits System document) reserves the right to vote on issues and decisions being made at his chapter.

Section 2 – General Responsibilities

To ensure a firm foundation that will foster the growth and prosperity of this fraternity, sincerity, respect for one another and the Fraternity, accountability, conscientious citizenship, and overall pursuit of excellence will be, at the very least, the fundamental aspirations of every individual deemed to be a Knight.

BEHAVIORAL RESPONSIBILITIES

- 1. A Knight must always hold himself and his brothers in the highest regard, and treat himself and his brothers as such. He must accord utmost respect and honor to fellow Knights at all times, and must always conduct himself in a manner that fairly represents what the fraternity stands for.
- 2. A Knight's word is his bond; he is required to do what he says, most especially when dealing with his brothers.
- 3. A Knight must never be found in public altercation or conflict with his brother.
- 4. A Knight must restrain from public conflict amongst the general populace.
- 5. A Knight must always use utmost discretion and propriety with respect to the affairs of KFI, its

policies, practices, and organizational character – especially when dealing with non-members.

6. A Knight must demonstrate and practice utmost respect for humanity, without exception and at all times.
7. Knights must always display respect for women, and for the elderly, and will treat and address them with dignity.
8. Knights must always show grace and respect to the poor and handicapped.
9. Knights must uphold the tenets and structure of KFI to the end.
10. Outward appearance often reflects the state of mind, influences it, and perceptions of it; a Knight should be properly attired and groomed at all times
11. By observing humility and modesty, a Knight must be willing to go above and beyond to offer any form of assistance possible to anyone in need.

FUNCTIONAL RESPONSIBILITIES

1. A Knight is responsible for attending every meeting of the Fraternity in his chapter, as well as every general Fraternity meeting for the overall organization. Any KFI member who fails to attend four (4) required meetings during the course of an academic year (for collegiate membership), or four (4) meetings during the course of an academic year (for post-college membership) will be subject to judicial probation. Exception will only be granted to cases of geographical limitations.
2. Every Knight participating in official Fraternity business (meeting, social, others), regardless of chapter affiliation or level of membership, is subject to the rules, laws and protocols governing the chapter at which he is currently present; whether it be temporal or for an extended period of time.
3. A Knight is responsible for completing any function or assignment mandated to the Knight by the Chief of the Fraternity chapter under which he operates, his representative/proxy in that capacity, or the general membership as a consensus.
4. Knight is required to remain in good standing according to all stipulations in Article III Section 2 of this constitution.

5. A Knight must have KFI as the only fraternal organization to which he pledges allegiance. An individual with any fraternal allegiance (Fraternity: Any organization or institution that has any singular or multiple similarity to the tenants, purposes, structure or jurisdiction of KFI) to a regional, national or international body may not be allowed to join KFI. Any confusion or question may be reviewed on a case by case basis by the Judiciary if need be. Furthermore, any individual who chooses to pledge to another fraternal organization after being a part of the Knights Fraternity Inc. will have his rankings in the organization capped or demoted to a 2nd-star level (See separate Rankings and Stratifications Document).

ARTICLE IV – COUNCIL OF LORDS

Each chapter of the Knights Fraternity Inc. will be run by officers collectively referred to as the Council of Lords.

Section 1 - Structure

- A. The Council of Lords serves as the body of Knights empowered with the authority and responsibility of making decisions and ensuring the proper administration of the undergraduate and graduate chapter(s) of the Fraternity.
- B. At all times, the Council of Lords (executive board) will comprise of six (6) Knights—the Chief (President), the First Lieutenant (Vice President), and the Second Lieutenant (Secretary), the Financial Undersecretary (Treasurer), the Protocol Officer, and the Historian. These positions will be vied for during the chapter elections (see Section 3).
- C. The Chief has the power to set up ad-hoc/functional positions and committees as deemed fit for effective functioning of the chapter. He will also appoint, from the chapter, suitable officers to fill these roles described. It should however be noted that these positions will not constitute a part of the Council of Lords.

Section 2 - Duties of the Council of Lords

THE CHIEF (PRESIDENT)

- 1. The Chief will serve as the Chair of general membership of the chapter and the Council of Lords. He is to be charged with the responsibility of setting the vision for the chapter which he oversees, as well as being the key decision maker for the chapter.
- 2. The Chief is to ensure enforcement of all guidelines as established in the KFI Constitution.
- 3. The Chief is to call a meeting of the Council of Lords when needed, or set a fixed frequency of meetings for the Council of Lords.
- 4. The Chief is to establish ad-hoc positions and committees, and assign tasks as deemed necessary for the efficient functioning of his chapter.
- 5. The Chief is to appoint Knights into ad-hoc positions and committees which may include, but are not

limited to, Historian, Director(s) of Business Efforts, Director(s) of Philanthropy, Fundraising, Community Service, and Special Projects.

6. The Chief is responsible for maintaining communication with the KFI chapter advisor (if any), as well as with other undergraduate, alumni and regional chapters.
7. The Chief reserves the right to vote only to break a tie within the meeting of Council of Lords.
8. The Chief is responsible for the general well-being and development of his chapter of the Knights Fraternity Incorporated as a whole. This includes, but is not limited to fostering initiative amongst membership, strengthening morale, and ensuring that the brand and character of the Fraternity is maintained at the highest standard.

THE FIRST LIEUTENANT (VICE-PRESIDENT)

1. The First Lieutenant assumes the role of the KFI Chief in the event of his absence, vacancy, incapacity, or impeachment.
2. The First Lieutenant serves as the head of the Judiciary (see Article V).
3. The First Lieutenant is to coordinate the activities of all committees, and the reporting of committee progress.
4. The First Lieutenant is to maintain updated files of all Fraternity laws, and keep an up-to-date roll of active (and therefore voting) members for each meeting.
5. The First Lieutenant overlooks all budgets prepared and administered by the Financial Undersecretary.
6. Except where the Chief is required to attend, the First Lieutenant is to attend all organizational meetings on behalf of KFI, or assign an officer to do so in his stead. He will also serve as a liaison between the chapter and the institutional administration (e.g. Department of Student Activities).
7. The First Lieutenant is to serve as Chair of the constitutional review committee if this biennial process falls under his tenure.

THE SECOND LIEUTENANT (SECRETARY)

1. The Second Lieutenant is to organize, attend and record the minutes of all Council of Lords meetings, as well as meetings of the entire chapter.
2. It is his duty to email the minutes of every meeting to the general communication medium (online groups, etc) of the chapter within 48 hours of each meeting.
3. The Second Lieutenant is to create and send external correspondences for his chapter of the Fraternity, as requested by the Chief or the Council of Lords
4. The Second Lieutenant is to perform all other administrative duties as assigned by the Chief.

FINANCIAL UNDERSECRETARY (TREASURER)

1. The Financial Undersecretary is to prepare and administer his chapter budgets for the fiscal year under operation within the first thirty days of the year.
2. He is responsible for running all financial transactions of his chapter, as well as maintaining records of all income/expenditures of KFI.
3. The Financial Undersecretary is responsible for establishing installment amounts for dues, setting the due date for each installment, communicating these pieces of information to the membership, and facilitating the collection of each member's dues as at when due.
4. The Financial Undersecretary, in tandem with the Chief, is to seek out ways to generate revenue for the chapter's operation aside from dues.
5. The financial undersecretary submits—at the beginning of each month—an income/expenditure report, as well as the current financial standing of the chapter to the Council of Lords and all active KFI members.

PROTOCOL OFFICER

The Protocol officer fills an extremely important disciplinary role in each chapter with regards to enforcement of all guidelines enshrined in the constitution and, most importantly, the Bill of Protocol and Organization, in tandem with the Demerits and Penalties System for his chapter (see Article VIII below). He will be required to fully understand every guideline and is vested with the power to carry out the following as his constitutional rights and responsibilities:

1. At the beginning of each operational year, the Protocol Officer is to review and understand the Bill of

Protocol and Organization and the Demerits and Penalties System for his chapter.

2. The Protocol Officer is to communicate all protocol and information about demerits to the entire chapter at the beginning of each operational period, and subsequently as he deems fit.
3. The Protocol Officer is to assign demerits without fear or favor, according to the Demerits and Penalties system, for every violation of constitutional law or for punishable offences outlined in the Demerits System.
4. The Protocol Officer is responsible for keeping a record of demerits/violations accrued by each member of his chapter, and for communicating this information to each member at the end of every meeting.
5. The Protocol Officer is to present the list of members subject to judicial review. Subjection of members to judicial review is as defined by demerit thresholds in the Demerits and Penalties System.

HISTORIAN

1. The Historian is tasked with documenting the history, traditions, and milestones of the chapter in which he serves.
2. The Historian ensures that any and every official external communication (i.e. official letters, invitations, flyers, website, etc.) with or to any 3rd parties accurately portrays the mind-set and vision of KFI as a whole. The KFI Brand must be protected and nurtured now and in the years to come.
3. The Historian is responsible for updating the history book for his chapter, after which inputs get transferred to KFI's official history book — The Knights Journal.
4. It is the responsibility of the Historian who keeps and updates the Knight's Journal to ensure that the Journal never falls into the possession of any person outside of the organization. The penalty for such acts will be determined at the highest level of our fraternal judiciary—The KFI Senate.
5. The Historian is entrusted with continuing the oral tradition of Knighthood and must record our fraternal history objectively and with restriction.
6. The Historian must select an apprentice known as the Scribe who will assist with completing all

tasks delegated to him by the Chief.

WEBSITE MAINTENANCE

- a. The Historian is charged with updating and maintaining the KFI Website and any electronic assets (i.e. documents, articles, images, logos, etc.) uploaded onto it.
- b. The KFI Website must be updated periodically with the latest in relevant news, data, event dates, and programs.
- c. It is the responsibility of the Chapter President to approve the use of Chapter funding for Website Maintenance and must receive written justification to accompany the request of Chapter funding.
- d. The Historian will liaise with the Financial Undersecretary to request funds as needed for the up-keep of the KFI website.
- e. The Historian must maintain a log of all updates made during an academic year.
- f. Any member of KFI has the right to demand this list of updates at any given time throughout an academic year—at which point the Historian must deliver said documentation within seven (7) calendar days.

Section 3 - Election of Officers into the Council of Lords

A. Voting

1. Elections of all officers for each collegiate chapter will be held within two weeks of the college's annual Commencement/graduation ceremony for each academic year, or one week after a new order is initiated, whichever occurs later. Each officer must be nominated by at least two members, and a simple majority will be required to ratify election into a position. The officers will have the mandate to serve during the course of the following academic year.
2. Election of officers for all other alumni chapters will coincide with the elections at the collegiate levels. This is in view of the fact that the fiscal operation year of KFI runs from April each year to April in the next.
3. Voting will take place in the order listed in the following order:
 - i. The Chief (President)
 - ii. The First Lieutenant (Vice President)
 - iii. The Second lieutenant (Secretary)
 - iv. Financial Undersecretary (Treasurer)
 - v. Protocol Officer
 - vi. Historian

B. Qualifications

1. All candidates for an elected position must meet the qualifications (listed in Article III, Section 2) at the time of elections.
2. Additionally, those running for the office of Chief must have been an active member of KFI for at least one academic year. The only exception to this rule will be the case where there are no continuing Knights from the previous year, or if the only continuing members do not accept the nomination to run for the office of the Chief.

C. Vacancies

In the event of a vacancy, either due to an unfilled, resigned or terminated position, the Chief reserves the right to appoint officers from the chapter to fill the roles.

ARTICLE V – THE JUDICIARY

The Judiciary will be responsible for the interpretation of all laws and execution of penalties according to the laws of the Fraternity. This very important arm of the Fraternity will comprise of the Chief, the First Lieutenant and the Protocol Officer of each chapter. The First Lieutenant will serve as the head of the Judiciary, and reserves the right to add one more member (an alumnus of the chapter) to join the judiciary in extenuating circumstances. The duties of the Judiciary will include:

1. Sitting on the constitutional review committee of the Fraternity.
2. Interpretation of laws in this Constitution and all binding documents of the Fraternity.
3. Interpretation and categorization of infractions and delivery of the penalty for each threshold of demerits as defined in the Demerits System.
4. Perform all other duties as defined by the Demerits System.
5. Settling all internal disputes between members.
6. All decisions of the Judiciary are to be carried out by a simple majority vote. In the case of a tie (i.e. on a four-member Judiciary), the 2nd Lieutenant is invited to vote for a tie breaker.
7. In a situation where a member of the Judiciary is under judicial review, he ceases to serve on the Judiciary. The other members vote to make decisions.

ARTICLE VII – THE SENATE

The KFI Senate is the supreme judiciary arm of the Knights Fraternity, Inc. The KFI Senate is therefore known as *The Final Voice of Reason*.

Section 1 – Structure

The KFI Senate is composed of three divisions. Each division is characterized by demographic, historical, and academic factors. Each division—by design—is an accurate representation of the views, desires, and aspirations of the members therein.

Division Structure:

- A. *Founding Division* – Composed of Senators from the Founding (or Patriarchal) Order of KFI. To qualify as a member of this division, a Knight must be one of the Original Nine (9).
- B. *Undergraduate Division* – Composed of Senators from the Undergraduate Chapter(s) of KFI. To qualify as a member of this division, a Knight must be enrolled in an accredited four-year Undergraduate program—the conclusion of which would earn him an undergraduate degree.
- C. *Alumni Division* – Composed of Senators from the Alumni Chapter(s) of KFI. To qualify as a member of this division, a Knight must have successfully earned his undergraduate degree in an accredited undergraduate program. Therefore, members of this division will also include any Knight that is enrolled in a graduate, post-graduate, or professional program.

Expansion Timeline:

1. The KFI Senate will comprise of five (5) seats for a start (until the establishment of multiple chapters). The “5-Seat” KFI Senate is currently divided as follows:
 - a. Founding Division: 3 Seats
 - b. Alumni Division: 1 Seat
 - c. Undergraduate Division: 1 Seat
2. After the growth and establishment of multiple Chapters, the future (and final) KFI Senate structure will comprise of thirteen (13) seats. The “13-seat” KFI Senate will be divided as follows:
 - a. Founding Division: 3 Seats
 - b. Alumni Division: 5 Seats
 - c. Undergraduate Division: 5 Seats

Section 2 –Responsibilities

The KFI Senate is empowered by majority vote of Active members to review any and all cases relating to Constitutional issues, foreign and domestic policy, and cases that cannot be resolved in either the Undergraduate or Alumni Chapters.

The KFI Senate is solely responsible for amending the KFI Constitution according to the specified amendment schedule and guidelines detailed in Article X.

Section 3 – Qualifications

To qualify for candidacy on the KFI Senate, a Sir must have been an active member of KFI for at least one year by the date of election.

All Candidates for the KFI Senate must, on the day of election, be a member of the division (Founding, Alumni, or Undergraduate) which they hope to represent in the Senate (Article VII, Section 1).

Section 4 – Term

- A. The duration of a term of service on the Senate will be five (5) years. Each term for a Senator will last a maximum of five (5) years, after which the Senator will step down or run for re-election.
- B. If during the course of a Senator’s term he changes divisions (for example, changes from being an Undergraduate student to being an Alumnus), his tenure as a Senator will end, and another Senator will be elected to take his place from the division he initially represented.

Section 5 – Decision-Making

- A. The Senate, alone, will be responsible for approving ALL amendments to the KFI Constitution.
- B. The Senate must review 100 percent of all cases brought before it.
- C. A quorum of the KFI Senate will be at least half (1/2) of the Senate population. In other words, at least half of all Senators (i.e. 3 out of 5 Senators, or 7 out of 13 Senators) must be present at a meeting before decisions or voting can be made.
- D. In the event of a voting tie in the Senate, the Grand Founder of KFI will break the tie.
- E. If a seat in the Founding Division of the Senate becomes available and there is no Founding Member who is able or willing to fill that capacity, a Senator will be chosen for that division amongst the

highest-ranking knights in the fraternity at that time. (See the KFI Ranking System document for details).

- F. The highest-ranking Knight who will fill the vacant seat of the Founding Division (if Section 4, letter E occurs) will be selected by a majority vote by the entire fraternity. The date on which this vote will take place must be selected and published by the KFI Senate at least 30 days in advance in at least two (2) approved methods of communication.

Approved Methods of Communication:

1. KFI Yahoo Group
2. KFI Conference Call
3. KFI Mass Email (to all members)
4. KFI Letter (hard copy)

Section 6- Endorsement of the Senate

The entire fraternity will elect in to the Senate members whose decisions they respect, and whose judgment they trust. If this is done, the Senate is completely empowered to make key decisions that will affect the entire functioning of the fraternity, all disciplinary actions in the fraternity, on any member, with reason, and according to the Constitution. They will also be in charge of driving and finalizing amendments to our constitution to make us more effective as an organization. The Senators will always be in consultation with the demographics they represent, as well as the entire fraternity as they make decisions. As these members (whoever they be) will be people we elect as our leaders, whatever decision is made by the KFI Senate is backed by the entire fraternity membership and becomes binding as law.

ARTICLE VIII – BYLAWS

Section 1 – KFI Operating Procedures

- A. Robert’s Revised Rules of Order will govern all meetings, and a simple majority vote will rule except in certain cases, labeled in this Constitution, where a two-thirds (2/3) vote is needed.
- B. A majority (1/2 + 1) of the members constitutes a quorum. No motion or voting may be passed if a quorum is not present.
- C. The day/time/place of the fortnightly KFI meetings will be established by Second Lieutenant. A twenty-four (24) hour notice must be given in a case when a special meeting is called. Only one meeting can be called within a 24 hour period, unless otherwise ratified by the Chief.
- D. All votes of KFI members will be recorded and published by the 2nd Lieutenant. By request of any Knight, the ballot of each voting member will be listed in the official minutes.
- E. In addition to the constitution, there are **four (4)** critical operational documents that must govern the day-to-day operations of any chapter of KFI. These documents include:
 - 1. The Bill of Protocol and Organization (which may vary slightly by chapter),
 - 2. The Demerits System,
 - 3. The Rankings System, and
 - 4. The Intake Process

All the stipulations of these documents are considered a part of the bylaws of KFI, and must be adhered to strictly and enforced by the Chief and the Protocol Officer of each chapter.

ARTICLE IX – AMMENDMENTS

Section 1 – Constitutional Amendments

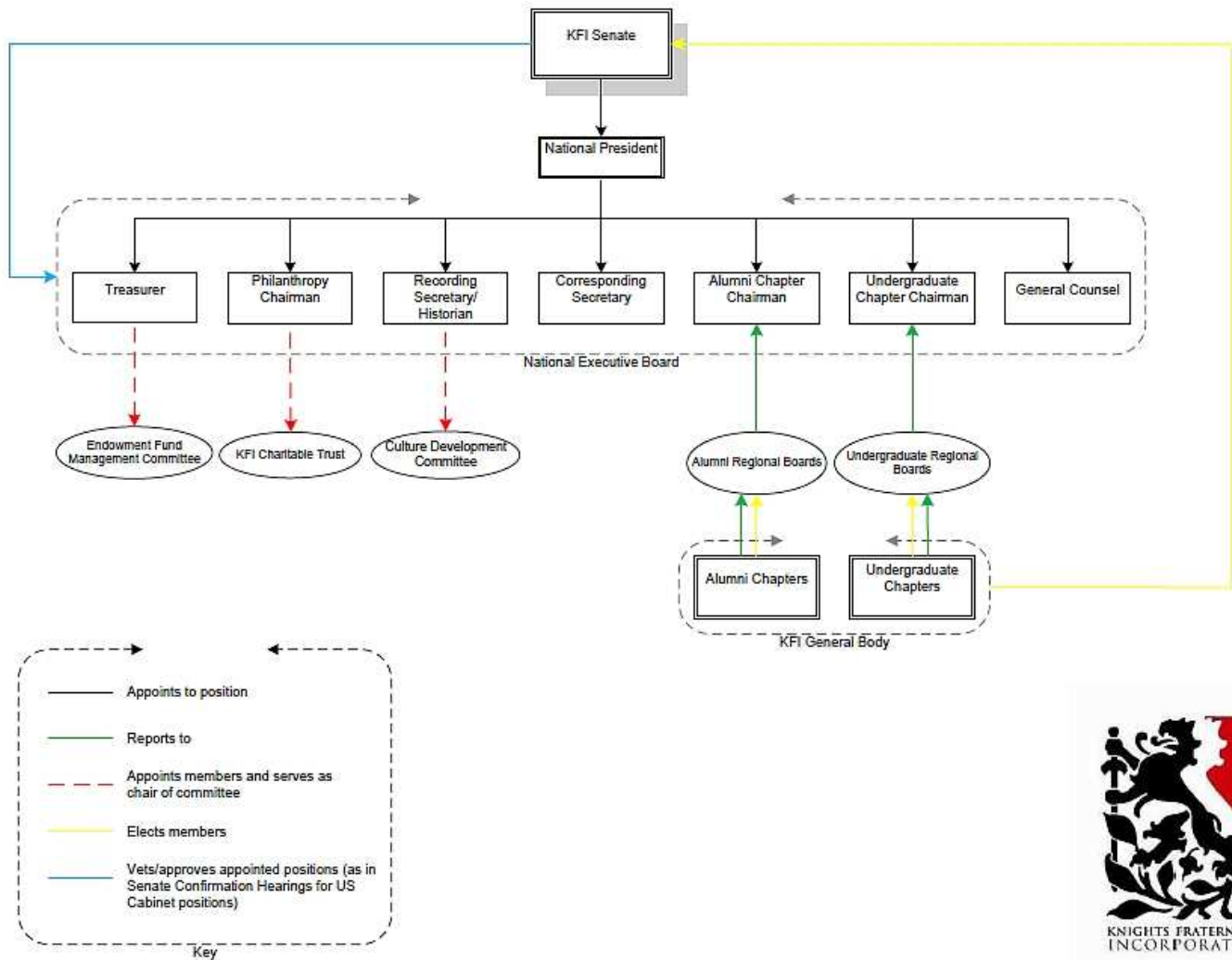
A single constitution governs all chapters of the Fraternity, but the Bill of protocols can be tailored to suit the functioning of specific chapters. However, constitutional reviews must be initiated from the chapter level. The process for amendments of this constitution will be as follows:

- A. A proposal for amendment will be submitted in writing to the Judiciary at the chapter level by any Knight.
- B. The proposal will be given a public reading at the next official meeting and it will then be voted upon.
- C. A two-thirds (2/3) majority is required for approval (not passage) of the proposal at the chapter level. When the amendment has been ratified at the chapter level, a proposal must be forwarded to the Senate for review and approval.
- D. The Senate will convene, decide and vote on the proposal. This must be done within thirty days of receipt of the proposal.
- E. It is only after this mandatory approval of Constitution amendment from the Senate that the changes will be effected in the Constitution.
- F. The Senate has the right to revoke or amend clauses existent on the individual chapters' Bills of Protocol and Organization. This would usually happen if they conflict with the overriding laws of the Fraternity.

Section 2 – Constitutional Review

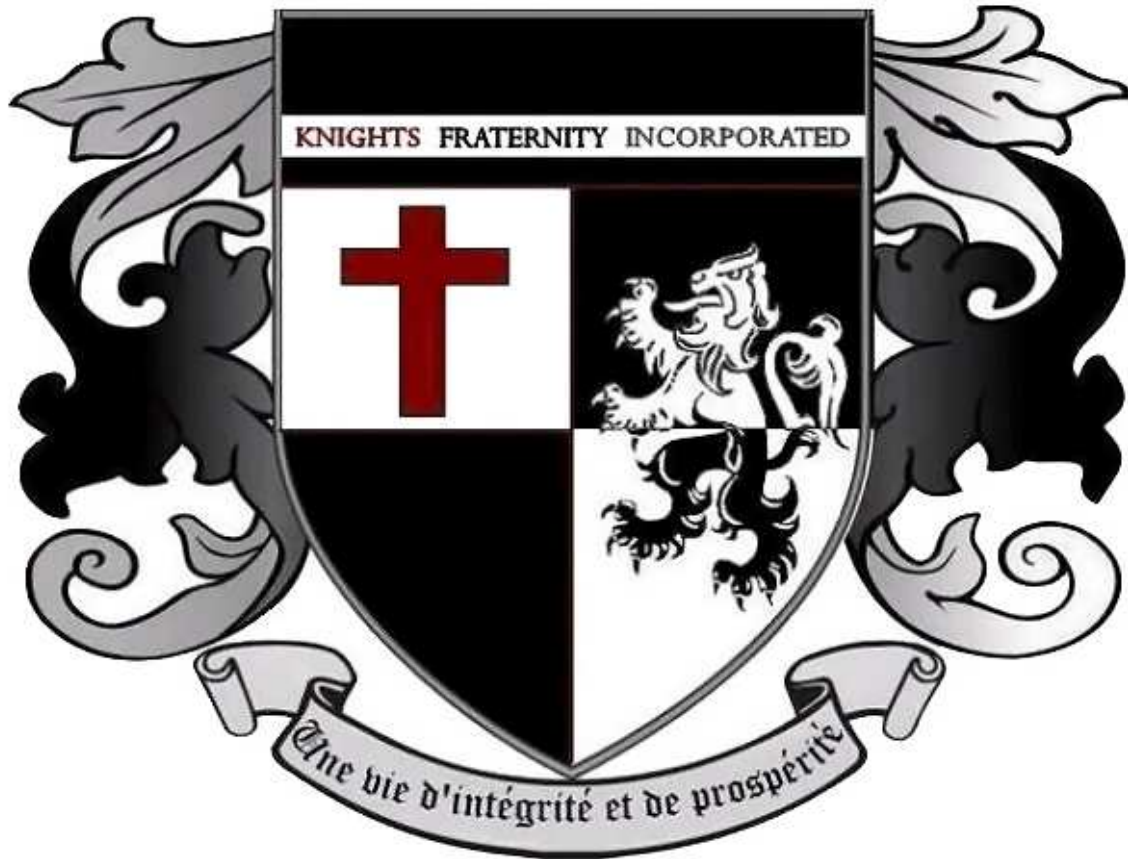
- A. Aside from individual proposals for constitutional amendments that may occur on an ongoing basis, mandatory constitutional review must be held every two years to keep the constitution revitalized and up to the current standards of KFI. The Constitutional Review Committee will be chaired by the First Lieutenant and comprise of the Judiciary and two other Knights who must be alumni of that chapter.
- B. This Judiciary will convene in April of every other year (odd numbered years), and the evaluation and setting of the constitutional amendments must be completed before the last chapter meeting of the year. After the committee convenes, the revised constitution must be read in its entirety at the last KFI meeting, and highlighted changes must be emphasized before voting proceeds.
- C. The Constitution amendments must be approved with a two-thirds (2/3) majority vote of active members before it is allowed to advance for passage.

APPENDIX I – KFI ORGANIZATIONAL CHART (Long-Term)



APPENDIX II – KFI LOGOS & TRADEMARKS

A. The Official Crest of KFI:



B. The Official Corporate Logo of KFI:



**KNIGHTS FRATERNITY
INCORPORATED**

“A Life of Integrity and Prosperity...”

