

**By-Laws of the  
HEMIUNU CHAPTER  
of Alpha Rho Chi Fraternity**

<b>ARTICLE 1.</b>	<b>The Executive Board</b>
Section 1.1	This Chapter shall have An Executive Board consisting of the Worthy Architect (President), Worthy Associate Architect (Vice President), Worthy Scribe (Corresponding Secretary/Historian), Worthy Estimator (Treasurer), Worthy Clerk (Internal Secretary), Worthy Superintendent (Keeper of the Ritual), as elected by the Chapter
Section 1.2	The Executive Board shall be presided over by the Worthy Architect. It shall meet in session at least once a month with the dates and times as established by the Executive Board or as called for by the Worthy Architect. Attendance at all meetings by each Executive Board Member is mandatory. <del>A fine may be assessed by the Executive Board for non-attendance, unless a valid excuse is presented prior to the meetings being missed.</del> A nominal fine shall be assessed by the Executive Board for non-attendance, and after 3 excused absences, the fee must be determined at the beginning of every Executive Board term.
Section 1.3	The Executive Board shall govern the Chapter at all times, except during Chapter Meetings. The decisions of the Executive Board shall be final, unless they are appealed to the Chapter in a regular or special Chapter Meeting. The vote of the Chapter on an appeal shall be final.
Section 1.4	All Executive Board meetings are open to all Chapter Actives. The proceedings of each Executive Board meeting shall be reported to the Chapter the first following Chapter Meeting by the Worthy Scribe. <del>The Executive must notify all active members when an Executive Board Meeting will take place at least five (5) business days in advanced.</del>
Section 1.5	The order of offices shall be as follows: Highest office of the Chapter shall be the Worthy Architect, then the Worthy Associate Architect, then the Worthy Scribe, then the Worthy Estimator.
<b>ARTICLE 2.</b>	<b>Elected Officers</b>
Section 2.1	The Worthy Architect shall preside over all chapter and executive Board Meetings of the Chapter, shall act as Chairman of the Executive Board, shall preserve all books, records and documents pertaining to his office and shall hand them over to his successor at the end of his term of office, and he shall, not less than once per year, deliver a "State of the Chapter Address" to the Chapter, a copy of his report shall be filed with the Office of the Worthy Grand

	Scribe. He shall have charge of all official business of the Chapter and shall make all appointments subject to the approval of the Executive Board.
Section 2.2	The Worthy Associate architect shall preside at all chapter and Executive Board Meetings in the absence of the Worthy Architect. It shall also be the responsibility of the Worthy Associate Architect to coordinate all social aspects of the Chapter, which shall include such things as professional events and social parties. The Worthy Associate Architect shall be the professional and social committee advisor.
Section 2.3	The Worthy Clerk shall record the proceedings of all Chapter and executive Board Meetings, shall record the roll at all required functions, shall be the keeper of all official Chapter Records and Documents, and shall order and be responsible for all Chapter and Fraternity emblems.
Section 2.4	The Worthy Estimator shall have charge of the general finances of the Chapter, shall collect all dues and fees owed to the Chapter and the National Fraternity, shall prepare and submit, at each Chapter and executive Board Meeting, a written report of his office, showing the account balance of each member. He must submit, in collaboration with the Worthy architect, a complete financial statement at the end of each school session during his term. He shall be responsible for all financial reports sent to the Worthy Grand Estimator, or the State if required. He shall be the keeper of all financial records of the Chapter, including the check book. The Chapter shall have a checking account, which requires at least two signatures on each check issued: the Worthy Estimator's signature shall be required on all checks issued by the Chapter, along with the signature of at least one other Executive Board Member.
Section 2.5	The Worthy Scribe shall be responsible for all of the general correspondence of the Chapter. He shall submit all records to the National Fraternity and the State, as required. He shall document the activities and maintain the history of the chapter.
Section 2.6	The Worthy Superintendent shall be the keeper of the Ritual and all esoterica.
<b>ARTICLE 3.</b>	<b>Appointed Officers and Terms of Office</b>
Section 3.1	The Parliamentarian shall be an appointed office. He shall act as the Sergeant-at-Arms and act with the Worthy Architect to keep order during formal Chapter Functions.
Section 3.2	The Worthy Publicist(s) shall be responsible for the Chapter's communication with the public through all multi-media and print channels. He shall be the Chapter Achi Reporter. He shall handle the website, edit newsletter and manage social media feeds (i.e. Facebook and Twitter), and all other forms of media.

Section 3.3	<p>Terms of Office</p> <p>a. Assistants to the Elected Officers may be appointed by the Worthy Architect, upon the recommendation of the elected officer, with the approval of the Executive Board. The terms of appointed officers shall be terminated at the time of installation of incoming officers.</p> <p>b. All Officers, appointed and elected, must present a written report of their office to the Worthy Architect at the last meeting of each school term. They shall also be responsible for submitting to the Worthy Estimator a budget for each school session.</p> <p>c. The official term of office for the Elected Chapter Officers shall commence with the final Chapter Meeting of the following year (one year). Appointed officers shall serve like terms or shorter at the discretion of the <b>Executive Board as advised by the Executive Board and voted on by all eligible active members</b>. The Installation of New Officers Ceremony shall take place at the final Chapter Meeting of the academic year.</p>
<b>ARTICLE 4</b>	<b>Voting and Election</b>
Section 4.1	Election of Officers shall be by secret ballot. The ballots shall be counted by the Worthy Scribe and the worthy estimator, provided that neither of the two elected officers are on the ballot itself. If they are, a Chapter member who is not on the ballot shall be appointed by the Worthy Architect to count ballots.
Section 4.2	The names of the Chapter members who are qualified and eligible for office shall be presented to the Chapter no less than one week before nominations and elections are held. Any Chapter active member in good standings shall be eligible for any office.
Section 4.3	All officers shall be eligible for re-election to a second term, but no officers shall hold the same office more than two terms <b>in that office</b> . No member may hold two positions on the Executive Board at the same time.
Section 4.4	The annual election of officers shall be conducted prior to April 1 <sup>st</sup> , but after March 1 <sup>st</sup> of each year.
Section 4.5	Upon resignation or termination of an elected officer during their term of office, the office shall be filled by the chapter with an election. Upon resignation or termination of an appointed officer during their term of office, the WA shall appoint a replacement with the approval of the Executive Board.
<b>Section 4.6</b>	<b>To be considered eligible for an elected office the active member must be in good financial standings with the fraternity (3/4 of all monetary fees paid) and have no more than 3 unexcused absences from any events for the current school term. To be considered eligible for an appointed office the active member must be in average financial standings with the fraternity (1/2 of all monetary fees paid) and have no more than 5 unexcused absences from any</b>

	events for the current school term.
<b>ARTICLE 5</b>	<b>Chapter Meetings</b>
Section 5.1	Chapter meetings shall be held at least twice a month. Meeting times shall be established by a vote of the Chapter upon the recommendation of the Executive Board at the monthly <del>Chapter</del> Executive Board meeting.
Section 5.2	Special Chapter meetings shall be held at any time during the year, provided that all Chapter Members have been given twenty-four (24) hours prior notice, in person, by phone or email and a "Waiver of Notice" is signed at the meeting by all those in attendance. Special Meetings shall be called for by the Worthy Architect when he has been petitioned to do so by the Executive Board or by 25% of the Chapter Membership. No business shall be transacted at the Special Meeting other than that business for which the meeting was called.
Section 5.3	Any Regular Chapter meeting held during the summer shall be voted on and established at the final Chapter Meeting of the previous academic year. No official notice shall be required, but an effort shall be made to remind each of the Chapter Members of the meeting date and time. Failure to attend such regular summer meetings due to travel distance shall be an excused absence. Alternative means of attendance (i.e. video conference, conference call, etc.) shall be acceptable for such meetings.
Section 5.4	Any Special Chapter meeting held during the summer as called for by the Worthy architect shall require at least two weeks prior notice in person, by phone, through email or written notice by mail. The postmark date shall serve as proof of the date of the notice. No business shall be transacted at a Special Meeting other than that business for which the meeting was called. Alternative means of attendance (i.e. video conference, conference call, etc.) shall be acceptable for such meetings.
Section 5.5	At any Chapter meetings 60% of the active Chapter membership shall constitute a quorum and all business transacted in a meeting so constituted shall be as valid as if all of the active membership of the Chapter was present and voting.
Section 5.6	At any Chapter Executive Board Meeting 75% of the executive board membership shall constitute a quorum and all business transacted in a meeting so constituted shall be as valid as if all the Executive Board membership was present and voting.
Section 5.7	The following order of Business shall be observed at all Regular Chapter Meetings:  Call to Order Roll Call

	<p>Minutes Read of Previous Meeting  Officer's Reports  Old Business  New Business  Items for the Betterment of the Chapter  Adjournment</p>
Section 5.8	<p>All Chapter members must attend all Chapter Meetings or submit to a fine unless a valid excuse, in writing, is presented to a member of the Executive Board twenty-four (24) hours prior to the meeting, within reason. The amount of the fine is to be voted upon at the first Chapter Meeting of the academic year.</p>
<b>ARTICLE 6</b>	<b>Membership</b>
Section 6.1	<p>Minimum obligations of Chapter membership shall include attendance at all chapter meetings and activities (unless a valid excuse, in writing, is presented to a member of the Executive Board twenty-four (24) hours prior to the meeting or activity) and payment of all dues and fees owed to the Chapter and the National Fraternity.</p>
Section 6.2	<p>Suspension of Members  An active member may be suspended and have his/her Fraternity privileges withdrawn by a three-fourths (3/4) vote of the chapter for any of the following causes:</p> <ol style="list-style-type: none"> <li>a. Violation of oaths of the bylaws</li> <li>b. For Failure or refusal to pay indebtedness due to the fraternity</li> <li>c. For suspension from the University for Disciplinary action</li> <li>d. For inability to maintain academic standards expected of active members of the chapter</li> <li>e. For unfraternal attitudes towards the fraternity</li> </ol> <p>The member against whom such action is taken shall be notified in writing and given the opportunity to defend him/herself in front of the active chapter. Upon suspending a member, the Chapter shall promptly inform the Grand council of Alpha Rho Chi Fraternity. The suspended member may be reinstated to good standing upon satisfaction of the offense by three-fourths (3/4) vote of the active chapter. In no case, may the Chapter expel a Member from the Fraternity.</p>
<b>ARTICLE 7</b>	<b>Dues and Fees</b>
Section 7.1	<p>Chapter dues and fees shall be set by a vote of the Chapter at the final Chapter Meeting of the previous academic year. Failure to hold a vote shall maintain the existing dues and fees schedule until such a vote is held at a regular or special meeting of the Chapter. The dues and fees shall include all dues and fees required by the National Alpha Rho Chi Fraternity and as prescribed by the Worthy Grand Estimator. In such instances as the National dues and fees</p>

	are increased, the chapter dues and fees shall increase accordingly.
Section 7.2	<p><del>If any Chapter member falls more than one semester behind dues, he shall automatically be reported by the Worthy Estimator to the Chapter. The Chapter shall inform the National Fraternity that the Chapter member is no longer in good standings with the Chapter.</del></p> <p>If any Chapter member who does not have average financial standings within the chapter half, after their first full term and their after, shall automatically be reported by the Worthy Estimator to the Chapter. The Chapter shall inform the National Fraternity that the Chapter member is no longer in good standings with the Chapter.</p>
Section 7.3	<p><del>If any chapter member falls more than two months behind in Chapter dues, he shall be placed on a probationary status with the Chapter until he has fulfilled all financial obligations to the fraternity. Under probationary status, an active member shall no longer be considered a voting member of the Chapter and cannot attend Chapter events.</del></p> <p>There shall be brackets of financial standings which all Chapter members will be classified. Each brackets has its own consequences and activities for Chapter members to partake in.</p> <ol style="list-style-type: none"> <li>a. Excellent financial standing is given to Chapter members who have paid 100% of all financial responsibilities to the Chapter and the National Fraternity. All Chapter members within this bracket are eligible to wear Fraternal paraphernalia, participate in all chapter and national activities, vote, and hold any position.</li> <li>b. Good financial standing is given to Chapter members who have paid 75% (3/4) of all financial responsibilities to the Chapter and the National Fraternity. All Chapter members within this bracket are eligible to wear Fraternal paraphernalia, participate in all chapter and national activities, hold any position, and vote on only electoral ballots.</li> <li>c. Average financial standing is given to Chapter members who have paid 50% (1/2) of all financial responsibilities to the Chapter and the National Fraternity. All Chapter members within this bracket are not eligible to wear Fraternal paraphernalia, cannot participate in national activities, may participate in chapter activities, may only hold appointed positions, and are not eligible to vote</li> <li>d. Poor financial standing is given to Chapter members who have paid less than 50% (1/2) of all financial responsibilities to the Chapter and the National Fraternity. All Chapter members within this bracket are not eligible to wear Fraternal paraphernalia, cannot participate in any chapter and/or national activities, cannot hold any position, are not eligible to vote, and cannot hold any position within the chapter.</li> </ol>
Section 7.4	<del>The Worthy Estimator shall provide notice to each Chapter member at least</del>

	<p><del>once a month and at least one week prior to the biweekly (twice a month) meeting of their accounts with the Chapter.</del></p> <p>The Worthy Estimator shall provide notice to each Chapter member at least twice per academic semester of their accounts with the Chapter. The Worthy Estimator shall also notify each Chapter member fifteen (15) days in advance of the collection date, the amount owed to the Chapter and National fraternity.</p>
<b>ARTICLE 8</b>	<b>Amendment Procedures</b>
Section 8.1	Amendments to these by-laws shall be in accordance with the provisions established within the Constitution of this Chapter

**Constitution of the  
HEMIUNU CHAPTER  
of Alpha Rho Chi Fraternity**

<b>PREAMBLE:</b>	In order to secure a closer fellowship among ourselves, and to encourage a greater interest in the study of Architecture and the Allied Arts, this Chapter of the Alpha Rho Chi Fraternity is hereby established and constituted, and we hereby declare for its governance this Constitution.
<b>ARTICLE I</b>	<b>Name, Emblems, Moto, etc.</b>
Section 1.	Name:
	<p>The Corporate name of this Association shall be: "Hemiunu Chapter of Alpha Rho Chi Fraternity, Inc." <del>This Chapter shall remain incorporated. This Chapter shall be incorporated.</del></p>
Section 2.	Emblems:
	The emblems of the Hemiunu Chapter of Alpha Rho Chi Fraternity, Inc. shall consist of a badge, a coat-of-arms, a pledge pin, a system of colors, a flower, and a cadency mark.
Section 3.	Colors:
	<del>The colors of the Hemiunu chapter of Alpha Rho Chi Fraternity, Inc. shall be in agreeance with the national Fraternity as Sanguine (maroon) and Azure (navy</del>

	blue). <del>The Colors of the Alpha Rho Chi Fraternity shall be Sanguine (maroon) and Azure (navy blue)</del>
Section 4.	Flowers:  The flower of the Hemiunu chapter of Alpha Rho Chi Fraternity, Inc. shall be in agreeance with the national Fraternity as a White Rose. <del>The flower of the Alpha Rho Chi Fraternity shall be the White Rose.</del>
Section 5.	Motto:  The motto of the Hemiunu chapter of Alpha Rho Chi Fraternity, Inc. shall be in agreeance with the National Fraternity as: "Fidelitas, Amor, et Artes."
Section 6.	Badge, Coat of Arms, Cadency Mark:  The official form of the badge, coat of arms, and pledge pin shall be as prescribed in the Ritual, <del>set forth by our National Fraternity</del> . The Cadency Mark of this Hemiunu Chapter of Alpha Rho Chi Fraternity, Inc. shall be the fail and crook, the Egyptian representation of the two functions of the pharaoh, provider and shepherd of the people.
<b>ARTICLE II</b>	<b>Objectives and Powers</b>
Section 1.	Objectives:  The objectives of Alpha Rho Chi Fraternity, Inc. are: to organize and unite students of Archtiecture and the Allied Arts in fellowship for education and professional development purposes, in order that this fraternity may promote the artistic, scientific, and practical proficiency of its members and the profession.
Section 2.	Powers  The powers of the Hemiunu Chapter of <del>the</del> Alpha Rho Chi Fraternity, Inc. are:  a. To legislate and administrate pursuant to this Chapter's Constitution and By-Laws and the National Constitution and By-Laws of Alpha Rho Chi Fraternity for the general benefit and welfare of this Chapter and this Fraternity; b. To charge and collect dues and fees of its members for the Chapter and for the National Fraternity; c. To determine, and be the sole judge of any disputes, obligations and responsibilities between each of its members and between each member and the Chapter d. To accept and expel members of this Chapter; and

	<p>e. To perform any other acts for the benefits of its members or membership which are not inconsistent with the applicable federal, state or local law, regulations, and or ordinances; or the National Constitution, National By-Laws and the Franchise granted to this Chapter by the Alpha Rho Chi Fraternity</p>
<b>ARTICLE III</b>	<b>Organization, Parliamentary authority and Government</b>
Section 1.	<p>Organization:</p>
	<p>The government of the National Fraternity shall be as prescribed in the National Constitution and Bylaws of Alpha Rho Chi Fraternity.</p>
Section 2.	<p>Parliamentary Authority:</p> <p>The rules contained in the current edition of Robert’s Rules of Order Newly Revised shall govern the chapter in all cases to which they are applicable and in which they are not inconsistent with these bylaws, the National Constitution and Bylaws of Alpha Rho Chi Fraternity, or any rules of order the Chapter may adopt</p>
Section 3.	<p>Government:</p> <p>a. This Chapter shall be governed during any Regular or Special Chapter Meeting by those individual <del>Brothers Members</del> by those individual Members possessing the power and right to vote.</p> <p>b. At all other times, this Chapter shall be governed by the Chapter’s Executive Board and the Officers of this Chapter, pursuant to and according to the power and authority vested in them by this Constitution, the Bylaws of the Fraternity, and the directives of the chapter meeting.</p>
<b>ARTICLE IV</b>	<b>Officers and Executive Board</b>
Section 1.	<p>Officers:</p> <p>The Officers of this Chapter shall consist of a Worthy Architect, Worthy Associate Architect, Worthy Scribe, Worthy Estimator, Worthy Clerk, Parliamentarian and any other Officers, Assistant Officers, Committee Chair or others as elected or appointed.</p>
Section 2.	<p>Executive Board:</p> <p>This Chapter shall have an Executive Board consisting of the Worthy Architect, Worthy Associate Architect, Worthy Scribe, Worthy Superintendent, Worthy Clerk, Worthy Estimator, as elected by the Chapter.</p>
<b>ARTICLE V</b>	<b>Committees</b>

<p>Section 1.</p>	<p>Standing Committees:</p> <p>The Standing Committees shall be : Professional, Philanthropic, Social, Fundraising, Recruitment, <del>Recruitment</del>, Pledge, and Budget. Each Committee shall have a Chair that shall be elected by the members of the Committee unless otherwise stated.</p> <ol style="list-style-type: none"> <li>a. The Professional Committee shall focus on expanding the minds of the Brothers, as well as those outside of the fraternity, by holding events and programs that will expose them to the professional world of architecture and its allied arts. It looks to do thus by, but not limited to organizing field trips, firm tours, lectures, tutorials, and internships.</li> <li>b. The Philanthropic Committee works to make sure that the Chapter and the Brothers regularly set aside time to lend a hand in the community. Whether through mentoring, volunteering, or raising monetary donations, the Philanthropic Committee helps the Chapter work hard to permanently leave a mark on the school, the community, and the world one service project at a time.</li> <li>c. The Social Committee provides opportunities for Brothers to connect on a non-professional level. Social programs shall be geared towards both fun and exposure for the Chapter. The Committee shall also work on members- only events so that Chapter members have time dedicated to building stronger bonds.</li> <li>d. The Fundraising Committee has the important role of making sure that the Chapter has the funds necessary for its proper upkeep as well as for any projects or events it decides to take on. The Committee shall work on a combination of established programs and new fundraising initiatives to improve the Chapter’s standing. The head of the Fundraising shall be the Worthy Estimator of the Chapter.</li> <li>e. The Recruitment Committee deals with all manners of connecting the Chapter to those interested in joining the fraternity. This includes any Rush activities, invitations, and any other activities geared towards increasing membership.</li> <li>f. The Pledge Committee is in charge of the needs, education, and management of the pledges and the pledge process. <del>The committee should not be more than 20% of the chapter’s total size.</del> The head of the Pledge Committee shall be the Pledge Trainer.</li> <li>g. The Budget Committee shall be responsible for monitoring the annual financial budget of the organization also establishes each committee’s budget for its projects and programs throughout the year. The Head of the Budget Committee shall be the Worthy Estimator. The Budget Committee consists of the <del>Chairs</del> <del>Heads</del> of each committee.</li> </ol>
<p><b>ARTICLE VI</b></p>	<p><b>Members and Associates</b></p>
<p>Section 1.</p>	<p>Membership:</p>

	<p>a. The classifications of membership in Alpha Rho Chi shall be as defined in the National Constitution.</p> <p>b. This chapter shall be constituted of active members attending this university registered in courses leading to a g=degree, provided at least fifty percent (50%) are registered in architecture or an allied field.</p> <p>c. A minimum GPA of 2.85 shall be required for a student to be invited to <del>invited to</del> join the fraternity.</p> <p>d. No Prospective Member, Active Member, Alumni Member, Honorary Member, or Faculty Member shall be discriminated against because of Race, Sex, Religion, National Origin, Sexual Preference, Financial Status, Disabilities, or Physical Appearance.</p> <p>e. When an active member of Alpha Rho Chi transfers to this university that member may affiliate as an active member of this Chapter with the approval of a majority vote of the Chapter.</p>
<b>ARTICLE VII</b>	<b>Amendments and Voting</b>
Section 1.	<p>Amendments:</p> <p>Amendments to this Constitution and By-laws must be proposed in writing, signed by a minimum of five (5 members) <del>or 20% of active members, which ever number is greater</del>, and must be presented to the Chapter at least one month before the meeting at which a vote is held. All Amendments to this Constitution and its by-laws must first be approved by the Grand Council of Alpha Rho Chi Fraternity.</p>
Section 2.	<p>Voting:</p> <p>An Amendment to this Constitution and By-Laws must be approved be a <math>\frac{3}{4}</math> vote <del>of the membership present and voting of eligible active members</del>, provided there is quorum present.</p>
Section 3.	<p>Approval of Amendments:</p> <p>Before amendments to the chapter's constitution or by-laws shall take effect, they must be approved by the Worthy Grand Architect of Alpha Rho Chi Fraternity.</p>

This Inaugural edition of the Hemiunu Chapter Constitution and By-Laws was approved by the Constitution and By-Laws Committee and ratified by the Hemiunu Colony on April 15, 2015, at a Regular Chapter Meeting.