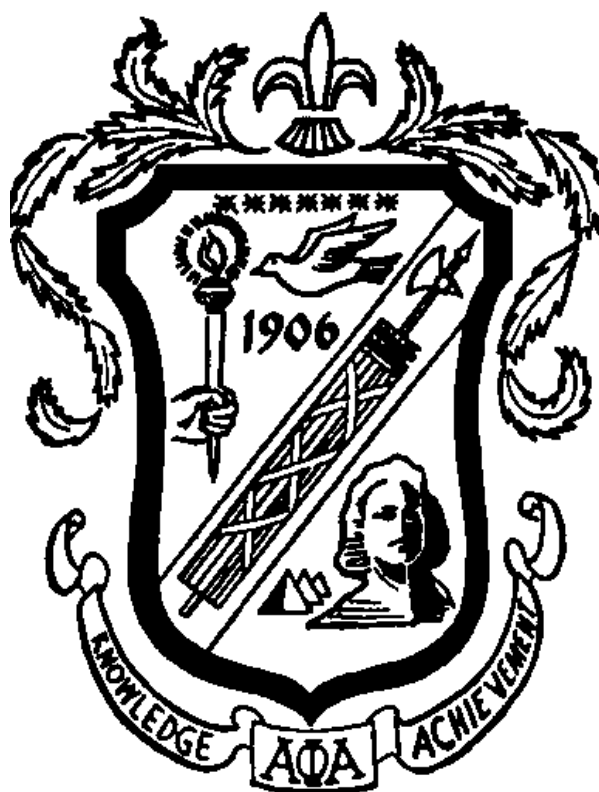


Alpha Phi Alpha Fraternity, Inc.
Epsilon Beta Lambda Chapter



Constitution and By-Laws

PREAMBLE

We, the members of Alpha Phi Alpha Fraternity, Inc., Epsilon Beta Lambda Chapter in order to promote a more perfect union among college men; to aid and insist upon the personal progress of its members; to further brotherly love and a fraternal spirit within the organization; to discountenance evil; to destroy all prejudices; to preserve the sanctity of the home; the personification of virtue and chastity of woman; do enact and establish this Constitution for the government of its members.

JEWELS

Henry Arthur Callis

Charles Henry Chapman
Nathaniel Allison Murray
Eugene Kinckle Jones

Robert Harold Ogle
George Biddle Kelley
Vertner Woodson Tandy

EPSILON BETA LAMBDA FOUNDERS

Alonzo M. Boddie

William Duval
Charles H. Hutchings, III
Frank J. Hutchings, Sr.
William S. Hutchings, II

Willie H. Odom, Jr.
Cassander Sellers
Willis B. Sheftall
Robert J. Williams

GENERAL ORGANIZATION REFERENCES

Alpha Phi Alpha Fraternity, Inc. Epsilon Beta Lambda Chapter includes and incorporates in this Chapter Constitution and By-Laws all of the provisions of the Fraternity *Constitution and By-Laws* as it relates to Chapters, specifically Articles I, II III and VII of the Constitution and Articles VII, VIII, IX, X, and XI of the By-Laws; along with the provisions in the ALPHA PHI ALPHA FRATERNITY, INC. OFFICIAL REGULATIONS & GOVERNING POLICY GUIDANCE provided at the 89th General Convention that relate to Chapters, specifically Sections III, IV, V, VIII, XXIII, XXIVand XXV.

CONSTITUTION Of EPSILON BETA LAMBDA CHAPTER

ARTICLE I

NAME, MISSION, OBJECTIVES AND SYMBOLS

Section 1 Name

The name of this organization shall be ALPHA PHI ALPHA FRATERNITY, INCORPORATED, EPSILON BETA LAMBDA CHAPTER hereafter designated as "The Chapter."

Section 2 Mission

Alpha Phi Alpha Fraternity, Incorporated Epsilon Beta Lambda Chapter develops leaders, promotes brotherhood and academic excellence, while providing service and advocacy for our community.

Section 3 Objectives

The objectives of this Fraternity shall be: to stimulate the ambition of its members; to prepare them for the greatest usefulness in the causes of humanity, freedom and dignity of the individual; to encourage the highest and noblest form of manhood; and to aid down-trodden humanity in its efforts to achieve higher social, economic and intellectual status.

Section 4 Symbols

The Symbols of "The Chapter" shall be the Greek letters: Epsilon Beta Lambda {EΒΛ}.

ARTICLE II

MEMBERSHIP AND OBLIGATION OF MEMBERSHIP

Section 1 Eligibility for Membership

1.1 Eligibility for membership in the Chapter shall be governed by Article 1.2 of the By-Laws of Alpha Phi Alpha Fraternity, Incorporated which states that, "No person who is a member of any other college of intercollegiate fraternity, except a purely honorary or professional fraternity, shall be admitted to membership in Alpha Phi Alpha Fraternity, Incorporated." As membership in Alpha Phi Alpha Fraternity, Incorporated

is a prerequisite to membership in the Chapter, failure to observe this By-Law provision shall make membership in the Chapter impossible.

- 1.2 Any male holder of an earned baccalaureate degree from a college or university which has been accredited by a regional accrediting agency and who was initiated into Alpha Phi Alpha Fraternity, Incorporated while earning the baccalaureate degree shall be eligible for membership in the Chapter.

Section 2 Membership in the Chapter in Good Standing

- 2.1 Active members shall be comprised of Alumni Brothers as defined by the Constitution and By-Laws of the Alpha Phi Alpha Fraternity, Inc. hereafter referred to as “The Fraternity” who affiliate with “The Chapter.”
- 2.2 Active members shall be members who have satisfied their financial obligations as defined in the Constitution and By-Laws of the “The Fraternity” and “The Chapter.”
- 2.3 All other members of “The Fraternity,” who have not been suspended, may attend meetings of “The Chapter” and participate in its proceedings but shall not be entitled to a vote.

Section 3 Fees, Dues and Taxes

- 3.1 Fees, dues and taxes due and payable to the General Organization of Alpha Phi Alpha Fraternity, Incorporated by its members shall be financial obligations of members of the Chapter and shall be paid in accordance with Article 4.0, all applicable sections, of the By-Laws of that fraternity.
- 3.2 Chapter fees, dues and taxes due and payable to the Chapter shall be determined according to procedures present in the By-Laws of the Chapter and, when so determined, shall be financial obligations of the Chapter members.

ARTICLE III

OFFICERS, ELECTION OF OFFICERS, AND DUTIES OF OFFICERS

Section 1 Elected Officers

The elected officers of the Chapter shall be as follows: President, Vice-President, First Vice-President, Secretary, Treasurer, Financial Secretary, Associate Editor of the SPHINX, Chaplin, Historian, Director of Educational Activities, Director of Membership Development, Sergeant-At-Arms, and Parliamentarian.

Section 2 Election of Officers

- 2.1 Election of officers of the Chapter shall take place at the regular meeting of the Chapter held in May of each year. Offices of the Chapter elected at that meeting shall take office at the regular meeting of the Chapter held the following September.
- 2.2 Chapter officers shall serve for a term of two years or until their successors are elected and qualified. Reelection to office shall be mandatory in order for an incumbent officer to succeed himself in office, but there shall be no limitations on successive terms of office which an officer can fulfill.

Section 3 Requirements for Election to Office

- 3.1 Only those members of the Chapter who are certified and who have fulfilled all of their current financial obligations to the Chapter and to the General Organization of Alpha Phi Alpha Fraternity, Inc. shall be eligible to be nominated for and elected to an elective office in the Chapter.
- 3.2 Only those members of the Chapter who are members in good standing (in accordance with Article II., section 2.1 of this Constitution) shall be eligible to vote in the election of Chapter officers.

Section 4 Election Procedures

- 4.1 The President shall appoint a Nominating Committee by the February chapter meeting of the election year.
- 4.2 The Nominating Committee shall present the rules by which ‘The Chapter’ shall elect officers by the March chapter meeting.
- 4.3 The Nominating Committee shall present a slate of officers for each elected position of ‘The Chapter’ by the April chapter meeting. Additional nominations for each position shall be allowed from the floor.

Section 5 Vacancies

- 5.1 In the event of death, resignation or removal from office, between elections, the President shall fill the vacant position.
- 5.2 In the event of the President’s death, resignation, incapacity or removal from office, the Vice President shall fill the remaining term of office.

Section 6 Removal of Elected Officers

- 6.1 Elected officers of all units of the Chapter are subject to removal from office for violation of his oath of office, the Chapter Constitution, standing orders and other such rules and regulations of the fraternity, Epsilon Beta Lambda

chapter, malfeasance, or participation in any criminal or civil action that puts the fraternity or Chapter at risk.

6.2 An officer shall be removed from office through by the recommendation of the president to the Executive Committee or by two-thirds (2/3) vote of active members present and voting at any chapter meeting for:

6.2.1 Exhibiting conduct inconsistent with the duties and functions of the office for which elected;

6.2.2 Displaying conduct inconsistent with the laws and regulations of “The Fraternity” and “The Chapter”;

6.2.3 The commission of acts which tend to reflect unfavorably upon the “The Chapter”; and

6.2.4 Consistent absenteeism (no more than three consecutive unexcused absences) of chapter or Executive Committee meetings without prior notification to the President or the Executive Committee.

ARTICLE IV

MEETINGS OF THE CHAPTER

Section 1 Regular Meetings

“The Chapter” shall meet monthly, except during the month of June and July at such time and place determined by the active members unless otherwise ordered by “The Chapter” to change a meeting. Regular Meetings shall hereafter be referred to as chapter meeting(s).

Section 2 Called Meetings

2.1 Called meetings of the Chapter shall be held subject to the call of the president and/or pursuant to either a two-thirds (2/3) majority vote of the Chapter Executive Committee or written and signed petition bearing signatures of one-third (1/3) of the members of the Chapter in good standing as defined in Article II, section 2.1., vide supra.

2.2 The Executive Committee shall meet as necessary subject to the call of the President or pursuant to petition of any five (5) members of the Executive Committee.

2.3 Notice of called meetings shall be given to all active members not less than 5 days prior to the meeting. The notice shall contain the agenda for the meeting.

Section 3 Voting

- 3.1 Each active member of “The Chapter” shall be entitled to one (1) vote.
- 3.2 Voting by proxy is prohibited during chapter, special meetings and elections.

Section 4 Quorum

Seven members of the Chapter in good standing (as defined in Article II, section 2.1, vide supra) shall constitute a quorum for the transaction of Chapter business at regular or called meetings of the Chapter provided that the Corresponding Secretary has issued mailed notice of the given meeting to all Chapter members in good standing.

Section 5 Rules of Order

Robert's Rules of Order (most recent edition), shall govern the proceedings of all meetings of the Chapter, except where such rules are in conflict with or are inconsistent with this Constitution, the Chapter By-Laws, or the Constitution and By-Laws of Alpha Phi Alpha Fraternity, Inc.

ARTICLE V
AMENDMENTS

Section 1 Proposals for Amendment

- 1.1 This Constitution may be altered or amended by a two-thirds (2/3) majority vote of the Chapter membership in good standing present and voting at a regular meeting of the Chapter called for purpose of amending the Constitution.
- 1.2 Amendments to this Constitution or its By-Laws shall be presented in writing to the Secretary for study at least **one meeting** prior to the meeting of the Executive Committee.
- 1.3 The Executive Committee shall report its recommendation at the next chapter meeting.
- 1.4 The sponsor of the proposed amendment may present the amendment at the next regular meeting of “The Chapter” if the Executive Committee fails to present its recommendation at the next chapter meeting after the receipt of the proposal.

Section 2 Adoption of Amendments

A quorum of the membership must be present at the meeting at which a proposed amendment is voted on to be adopted.

BY-LAWS OF THE EPSILON BETA LAMBDA CHAPTER

ARTICLE I

DUTIES AND RESPONSIBILITIES OF ELECTED OFFICERS

Section 1 President

- 1.1 The duties of the President shall include but not be limited to the following:
 - 1.11 Preside over meetings of “The Chapter” except when objections are raised and sustained by a majority vote of the active members present;
 - 1.12 Appoint, with approval of the Executive Committee, chairmen of Standing and Ad Hoc committees;
 - 1.13 Appoint Ad Hoc committee(s) as necessary;
 - 1.14 Prepare chapter and special meeting agendas and coordinate the proper notification of the time and place to the membership;
 - 1.15 Serve as, ex-officio, a non-voting member of all committees except the Nominating Committee;
 - 1.16 Insure that the Constitution and By-Laws and policy and procedures of “The Fraternity” and “The Chapter” are followed;
 - 1.17 Interpret the Constitution and By-Laws of “The Chapter.” The decision shall be final unless active members sustain an appeal to the decision of the chair during a chapter and/or special meeting;
 - 1.18 Fill vacancies of chapter officers with approval of the 2/3 vote of the chapter.

Section 2 Vice President (Operations)

- 2.1 The duties of the Vice President shall include but not be limited to the following:
 - 2.11 Preside over meetings in the absence of the President;
 - 2.12 Serve as ex-officio of all committees
 - 2.13 Coordinate committee activities and generally assist the President in executing the laws of “The Chapter.”
 - 2.14 Serve as Chairman of the Executive Committee
 - 2.15 Perform all duties incumbent upon the President when the President is absent or vacates the office during his term.

Section 3 First Vice President (Programs)

- 3.1 The duties of the First Vice President shall include but not be limited to the following:

- 3.11 Preside over executive committee meetings in the absence of the Vice President;
- 3.12 Serve as ex-officio of all committees
- 3.13 Coordinate committee activities and generally assist
- 2.15 Perform all duties incumbent upon the President when the President and Vice President are both absent or vacates their offices during their term.

Section 4 Secretary

- 4.1 The duties of the Secretary (Recording/Corresponding) shall include but not be limited to the following:
 - 4.11 Record the proceedings of all chapter and special meetings;
 - 4.12 Serve as custodian of all records of “The Chapter;”
 - 4.13 Serve as custodian of the official seal and affix same to all official correspondence;
 - 4.14 Serve as custodian of “The Fraternity’s” manuals, ritual and any other property of “The Chapter.”
 - 4.15 Handle all correspondence regarding “The Chapter”;
 - 4.16 Keep an accurate list of all chapter officers, chairman of standing committees, and roster. Check with the Treasurer to help maintain a roster of active members;
 - 4.17 Assist the Associate Editor to “The Sphinx” with the preparation of the monthly newsletter.

Section 5 Treasurer

- 5.1 The duties of the Treasurer shall include but not be limited to the following:
 - 5.11 Have charge of all funds and securities of “The Chapter”;
 - 5.12 Deposit all funds and securities of “The Chapter” in such depositories as designated by “The Chapter”;
 - 5.13 Maintain all bank statements and financial records;
 - 5.14 Receive and disburse, when properly authorized, all funds of “The Chapter”;
 - 5.15 Report monthly to Executive Committee and “The Chapter” on the exact status of the treasury;
 - 5.16 Present a monthly and annual financial report to the Executive Committee and “The Chapter.”

Section 6 Financial Secretary

- 6.1 The duties of the Financial Secretary shall include but not be limited to the following:
 - 6.11 Serve as chairman of the Budget and Finance Committee;
 - 6.12 Collect and keep an accurate record of all dues paid;

- 6.13 Maintain an accurate accounting of the financial status of each member.

Section 7 Associate Editor to “The Sphinx”

- 7.1 The duties of the Associate Editor to “The Sphinx” shall include but not be limited to the following:
 - 7.11 Write, edit and submit articles on behalf of active members and “The Chapter” for publication in “*The Sphinx*”;
 - 7.12 Prepare a monthly newsletter with assistance from the Secretary.
 - 7.13 Coordinate and release public relation activities;

Section 8 Historian

- 8.1 The duties of the Historian shall include but not be limited to the following:
 - 8.11 Compile and keep a record of all activities and achievements of “The Chapter”;
 - 8.12 Responsible for the scrapbook, display, light and other historical paraphernalia;
 - 8.13 Maintain records of past and current members.

Section 9 Chaplain

- 9.1 The duties of the Chaplain shall include but not be limited to the following:
 - 9.11 Provide inspirational meditation at the beginning and end of all chapter, special and Executive Committee meetings;
 - 9.12 Provide consolation to members and families as necessary;
 - 9.13 Assist with the preparation of the Omega Service.

Section 10 Director of Educational Activities

- 10.1 The duties of the Director of Educational Activities shall meet the requirements established in the Standing Orders include but not be limited to the following:
 - 10.11 Coordinate all educational activities including “The Fraternity’s” National Programs and Special Projects for “The Chapter”;
 - 10.12 Develop and publish a report, by the October meeting, of the educational programs for the fraternal year;
 - 10.13 Coordinate the scholarship programs;
 - 10.14 Work closely with the local Pharaoh’s Council and assist with the intensified educational program during the membership intake process.

Section 11 Director of Membership Development

- 11.1 The Director of Membership Development shall serve as Chairman of the Membership Committee.
- 11.2 The duties of the Dean of Membership shall include but not be limited to the following:
 - 11.21 Coordinate the initial membership development process (IMDP) for “The Chapter”;
 - 11.22 Serve on cluster IMDP Management Team on behalf of “The Chapter”;
 - 11.23 Collect and organize all appropriate materials to meet initial membership development requirements;
 - 11.24 Assist active members in obtaining proper credentials for membership development;
 - 11.25 Coordinate the Alpha Informational Seminar on behalf of “The Chapter”;
 - 11.26 Coordinate the Neophyte Training.
 - 11.27 Coordinate reclamation activities on behalf of “The Chapter”

Section 12 Sergeant-at-Arms

- 12.1 The duties of the Sergeant-at-Arms shall include but not be limited to the following:
 - 12.11 Secure and prepare the meeting place;
 - 12.12 Determine if a quorum is present;
 - 12.13 Check credentials and enforce rules and procedures;
 - 12.14 Maintain order and decorum and serve as time keeper.

ARTICLE II

STANDING COMMITTEES

Section 1 Designation of Standing Committees

- 1.1 The Standing Committees of “The Chapter” shall be as follows:
 - 1.11 Executive Committee
 - 1.12 Budget and Finance Committee
 - 1.13 Education and Scholarship Committee
 - 1.14 Membership and Reclamation Committee
 - 1.15 Nominating Committee
 - 1.16 Internal Affairs Committee
 - 1.17 Fraternal and Social Committee

Section 2 Composition of Standing Committees

- 2.1 The President, with concurrence of the Executive Committee, shall appoint Chairman and members to Standing Committees.
- 2.2 Standing Committees shall be composed of not less than three (3) active members of “The Chapter.”

Section 3 General Responsibilities

- 3.1 Chairmen of Standing Committees shall advise the President and Vice President on matters which may affect “The Chapter.”
- 3.2 All committees shall report as needed in writing to “The Chapter” unless otherwise specified in the Constitution and By-Laws of “The Chapter.”
- 3.3 All committees shall present their recommended budget by the September chapter meeting.

Section 4 Executive Committee

- 4.1 The Executive Committee shall consist of all officers and committee chairmen.
- 4.2 The duties of the Executive Committee shall include, but not limited to the following:
 - 4.11 Supervise the business of “The Chapter”;
 - 4.12 Develop policies and programs for recommendation to “The Chapter”;
 - 4.13 Conduct business when “The Chapter” is not in session;
 - 4.14 Review and present all contracts in the name of “The Chapter” to the membership;
 - 4.15 Act as a committee on grievances;
 - 4.16 Report monthly to “The Chapter” of its activities.
 - 4.17 The Executive Committee shall be comprised of all elected officers. Each shall be entitled to one (1) vote.
 - 4.18 The Executive Committee shall meet at the call of the Vice President or by petition of not less than 2/3 members of the Executive Committee.
 - 4.19 A Quorum shall consist of at least a simple majority of the Executive Committee members.

Section 5 Budget and Finance Committee

- 5.1 The Budget and Finance Committee shall consist of the Financial Secretary as Chairman and members appointed by the President.
- 5.2 The Budget and Finance Committee shall:
 - 5.2.1 Prepare an annual budget for the calendar year no later than the October chapter meeting;
 - 5.2.2 Prepare and present budgetary procedures for “The Chapter”;
 - 5.2.3 Review all contracts prior to signing to insure fiscal responsibility.
 - 5.2.4 Recommend what the amount of the annual fiscal obligations of the

Chapter member to the Chapter shall be;

- 5.2.5 Monitor the implementation of the Chapter budget.

Section 5 Education and Scholarship Committee

- 5.1 The Education and Scholarship Committee shall consist of the Director of Educational Activities, as Chairman and members appointed by the President.
- 5.2 The Education and Scholarship Committee shall:
 - 5.21 Maintain and implement the education and scholarship programs;
 - 5.22 Coordinate Project Alpha, Go to High School, Go to College and Special Projects of “The Fraternity” for “The Chapter.”
 - 5.23 Coordinate “The Chapter’s” scholarship efforts
 - 5.24 Oversee “The Chapter’s” mentoring program

Section 6 Membership and Reclamation Committee

- 6.1 The Membership Committee shall consist of the Director of Membership as Chairman and members appointed by the President.
- 6.2 The duties of the Membership and Reclamation Committee shall include:
 - 6.21 Coordinate ‘The Chapter’s’ Alpha Informational Seminar
 - 6.22 Assist with the Neophyte training;
 - 6.23 Coordinate reclamation efforts.

Section 7 Nominating Committee

- 7.1 The Nominating Committee shall consist of a Chairman and three to five active members appointed by the President no later than February of each year.
- 7.2 The Nominating Committee shall:
 - 7.21 Present the election process by the March chapter meeting;
 - 7.22 Canvas the membership of “The Chapter” and present at least one name for each elective office by the April chapter meeting;
 - 7.23 Prepare the ballot for use during the election at the May chapter meeting;

Section 8 Internal Affairs Committee

- 8.1 The Internal Affairs Committee shall consist of a Chairman and members appointed by the President.
- 8.2 The Internal Affairs Committee shall:
 - 8.2.1 Organize a Constitution Subcommittee to periodically reviewing the Constitution to ensure that it is providing the most effective and update to date guidance on policies and

procedures affecting the governance of the fraternity. If it is determined that changes are needed, this committee will make proposed changes and submit them to fraternity members, ensuring that two readings are made before the brotherhood can vote to amend the Constitution;

- 8.2.2 Organize a Housing Subcommittee to be responsible for planning for, collecting information on, and effecting surveillance connected with the maintenance and protection of the real property of the Chapter; and make recommendations (based on those plans, information, and surveillance) to the Chapter that will assure good protection for and maintenance of the Chapter's real property and appointments within such property.

Section 9 Fraternal and Social Committee

- 9.1 The Fraternal and Social Committee shall consist of a Chairman and members appointed by the President.
- 9.2 The Fraternal and Social Committee shall:
 - 9.2.1 Be responsible for planning and implementing activities of the Chapter which are designed to foster development of fraternal spirit and action in and among members of the Chapter;
 - 9.2.2 Coordinate My Brother's Keeper activities on behalf of "The Chapter."

Section 10. Ad Hoc Committees

- 10.1 Ad Hoc committees of the Chapter shall be those committees established by vote of the Chapter to serve special purposes required by the needs presented during implementing the Chapter program and which are beyond the scope, capability or charge encompassed by function of a Chapter standing committee.
- 10.2 The duties of ad hoc committees of the Chapter shall be duties prescribed by the Chapter action creating such committees.
- 10.3

ARTICLE III

OTHER

Section 1 Financial Obligations of Members

The annual financial obligations of members defined to determine membership in the Chapter in good standing shall be determined and defined at or before the regular meeting of the Chapter held in November of each year. Chapter dues period run from September to May. Any dues paid after the May chapter meeting or in the summer will be reflected in the next fraternal year.

- Section 2 Fiscal Year**
“The Chapter’s” fiscal year shall be defined as the year dating from September 1st to and through August 31st of any given calendar year.
- Section 3 Reports**
All reports made to the Chapter should be presented in writing with copies of same made available to the President and the Recording Secretary at the time the report is presented verbally to the Chapter meeting.
- Section 4 Nominations**
No chapter member should be nominated for elective Chapter office without prior consent for the member's nomination being obtained from the member.
- Section 5 Financial Status of Officers**
All members who are chapter officers, committee chairmen and members of boards established by the chapter must be financial by the November meeting of each year.
- Section 6 Chapter Meeting Time**
Chapter meetings will be held the second Saturday of each month or at the discretion of the President and Executive Committee. Executive Committee meetings will be held the second Thursday of each month or at the discretion of the Vice President and Executive Committee.
- Section 7 Committee Chairmen Report**
Committee chairmen are required to submit a report of their activities to the Executive Committee by the second Tuesday of each month. If there has been no activity, a report noting this situation shall still be submitted.
- Section 8 Delegates to Conventions**
8.1 Officers who will be delegates at the District, Regional, and National Conventions will not be required to pay their registration fees but will be responsible for their lodging, food, and other expenses not covered in the registration packet.

8.2 Officers and/or members chosen to attend District, Regional, and National Conventions must be financially active with the Chapter and National Organization, attended 77% of chapter meetings (7 out of 9 meetings) the year prior to being chosen, and must be IMDP and Risk-Management certified.

- 8.3 The Chapter President, Vice President, First Vice President, Secretary and Treasurer should be considered first (in that order) for delegate selection(s).
- 8.4 All attendees are required to attend activities pertinent to Alpha business. The President or his designee will appoint a brother to provide a written report about vital information obtained during conferences.
- 8.5 The attendees may be given a nominal stipend to off-set conference costs, if the budget allows for such a transaction.

Section 9

Contracts

When dealing with contracts for events planned by the fraternity, the committee chair and the President or Vice-President must sign confirming approval. In emergency situations, the Committee Chair, President or Vice-President, and/or a representative from the Executive Board will sign and approve contracts.

ARTICLE IV

AMENDMENTS TO BY-LAWS

Section 1

Amendments

Amendments to these By-Laws may be made by majority vote of the Chapter members in good standing present and voting at a regular meeting of the Chapter called for purpose of amending the By-Laws.