



Alpha Chi Sigma Fraternity
Professional in the Chemical Sciences

CONSTITUTION AND BYLAWS
2024 - 2026

The background of the page features a large, faint watermark of the Alpha Chi Sigma Fraternity crest. The crest is a shield-shaped emblem with a crown on top, flanked by two figures holding a banner. The shield contains various symbols, including a caduceus and a scale. The letters 'A', 'X', and 'S' are prominently displayed on the shield. The entire crest is rendered in a light, semi-transparent color.

16 August 2024

This reorganized edition of the Constitution and Bylaws of Alpha Chi Sigma Fraternity was prepared at the direction of the 39th Biennial Conclave of the Fraternity, 1988, by a committee consisting of Grand Parliamentarian James Koewler, Jr., *Beta Nu 1981*, as chairman; John R. Mattson, *Beta Nu 1979*; and Eileen Wiseman, *Beta Gamma 1986*; under the supervision of the Supreme Council.

It was adopted by unanimous vote of the Grand Chapter at the 40th Biennial Conclave of the Fraternity in August 1990. Amendments adopted by the Grand Chapter through the 57th Biennial Conclave have been incorporated. The edited wording of the document was approved by unanimous vote of the Supreme Council, Proposition 5055, on August 16, 2024.

John N. Stipp, OA, *Epsilon 1989*
Grand Recorder

Dr. Jonathan E. Wenzel, OA, *Delta 1996*
Assistant Grand Recorder

This document replaces all previous editions as the official governing document of the Alpha Chi Sigma Fraternity.

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RESTATED ARTICLES OF INCORPORATION of ALPHA CHI SIGMA FRATERNITY

A Wisconsin Nonstock Corporation
Filed May 31, 1967

As amended by the 30th Biennial Conclave on August 18, 1970; by Grand Chapter Proposition No. 41, passed by mail vote 1970-71; by the 32nd Biennial Conclave on October 5, 1974; by the 40th Biennial Conclave on August 16, 1990; and by the 56th Biennial Conclave on July 12, 2022.

- Article 1. The name of the corporation shall be ALPHA CHI SIGMA FRATERNITY, Inc.
- Article 2. The period of existence shall be perpetual.
- Article 3. The purposes shall be educational and charitable.
- Article 4. The location of the principal office - 6296 Rucker Road, Suite B, Indianapolis, Indiana.
- Article 5. Name of the registered agent - James Maynard
- Article 6. Address of agent – UW Madison, Dept Chem, 1101 University Ave, RM B361, Madison, WI 53706
- Article 7. The number of directors may be fixed by Bylaw, but shall be not less than three (3).
- Article 8. Membership provisions
- (a) Election to membership in said Fraternity shall be restricted to persons having an active interest in the field of chemistry.
 - (b) The members of this corporation shall be of two classes:
 - (1) Members elected by subordinate chapters.
 - (2) National members elected or appointed to represent the subordinate chapters who, together with the elected officers of this corporation, district counselors and professional representatives, shall constitute the corporate voting membership.
 - (3) Powers and duties of both classes of members shall be as provided by the Bylaws (called "Constitution, Bylaws and Edicts").
- Article 9. Other Provisions
- (a) This corporation hereby claims all powers and benefits available under the Nonstock Corporation Act of the State of Wisconsin.
 - (b) These restated Articles of Incorporation supersede and take the place of the heretofore Articles of Incorporation (under the laws of the State of Wisconsin) and all amendments thereto.
 - (c) Upon the dissolution of this nonstock corporation, all assets remaining after the payment of debts and liabilities shall be and become the property of Alpha Chi Sigma Education Foundation for its corporate educational and charitable purposes and no payment or distribution thereof shall be made to any member of the Fraternity, by reason of such membership.
- Article 10. These articles may be amended in the manner authorized by law at the time of amendment.

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CONSTITUTION

ARTICLE I - GENERAL ORGANIZATION

Section A - Objects

The Objects of this Fraternity shall be:

1. To bind its members with a tie of true and lasting friendship.
2. To strive for the advancement of chemistry both as a science and as a profession.
3. To aid its members by every honorable means in the attainment of their ambitions as chemists throughout their mortal lives.

Section B - Membership

1. Classification of Members - The members of this Fraternity shall be of two types.
 - a. Collegiate members are those who are enrolled as members of Collegiate Chapters and have been in a degree-granting program within the past 12 months. Active Collegiate members shall be as reported by each Collegiate Chapter. All Collegiate members are collectively to be known as the Collegiate Branch.
 - b. Professional members are those who are not Collegiate members. Active Professional Members are those who pay annual voluntary Professional Contributions or have been designated a permanent active Professional Member. All Professional members are collectively to be known as the Professional Branch.
 - c. A member may not be simultaneously in the Collegiate Branch and the Professional Branch.
 - d. The Grand Collegiate Alchemist may make individual exceptions to a member's Branch status when deemed in the best interest of a Collegiate Chapter.
2. Qualifications for Membership -
 - a. A candidate for Collegiate membership shall be a student of chemistry who intends to pursue a career in pure or applied chemistry.
 - b. A candidate for Professional membership shall either have at least a bachelor's degree in chemistry or be a properly qualified chemist.
 - c. Reference to chemistry and chemists in connection with membership qualifications shall be interpreted as including chemists, chemical engineers, and members of allied professions in which chemistry predominates.
 - d. A candidate for membership shall be professionally acceptable to the Grand Chapter.
 - e. Membership shall not be restricted on any other basis.
3. Initiation - Candidates elected to membership shall be initiated according to the official Fraternity ritual.
4. Membership for Life - Every member shall be granted the privileges of the Fraternity, and shall assume the obligations of membership, for life.

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5. Expulsion - Any member may be expelled for violating the oath of membership, for dishonorable or improper conduct, for neglecting to meet indebtedness to the Fraternity, for disloyalty to the Fraternity, or when that person's membership becomes injurious to the Fraternity.

Section C – Chapters

1. Classification of Chapters - The chapters of this Fraternity shall be of three types.
 - a. The Grand Chapter
 - b. Collegiate Chapters
 - c. Professional Chapters
2. The Collegiate Chapters and Professional Chapters shall be subordinate to the Grand Chapter.

Section D - Ancient Customs

1. The ancient customs of this Fraternity shall consist of:
 - a. The Objects of the Fraternity.
 - b. The qualifications for membership
 - c. The insignia of the order, which shall be the badge of membership, the colors, the flower, and the coat of arms, as described in the ritual.
 - d. The means of recognition of the order, which shall consist of outward signs (a dialogue, a handclasp, a knock, and a whistle), as described in the ritual.
2. The ancient customs of this Fraternity shall never change.

ARTICLE II - THE GRAND CHAPTER

Section A - Membership

1. The Grand Chapter shall consist of the Grand Chapter officers, the District Counselors, the Professional Representatives, and the Master Alchemist of each active Collegiate Chapter and the President of each active Professional Chapter, or in conclave each accredited delegate.
2. Each member of the Grand Chapter, except the Grand Recorder, the Assistant Grand Recorder, and the Grand Health and Safety Officer shall be a voting member of the Grand Chapter. The voting members of the Grand Chapter shall be the Corporate Voting Members of Alpha Chi Sigma Fraternity, Inc.

Section B - Jurisdiction and Duties

1. The Grand Chapter shall:
 - a. Make laws for governing the Fraternity and guiding its members in the attainment of the Objects of the Fraternity.

- b. Elect the Supreme Council.
- c. Perpetuate the Fraternity and plan for its expansion.
- d. Meet in conclaves.
- e. Fix and assess pledge fees and lifetime membership fees.
- f. Establish the Fraternity ritual.
- g. Maintain an Alpha Chi Sigma Reserve Fund for the purpose of receiving contributions and other monies for investment and for meeting the financial needs of the Fraternity.

Section C - Officers

1. Grand Chapter officers shall be:
 - a. Grand Master Alchemist - President.
 - b. Grand Collegiate Alchemist - a Vice President.
 - c. Grand Professional Alchemist - a Vice President.
 - d. Grand Master of Ceremonies - a Vice President.
 - e. Grand Recorder - Secretary/Treasurer.
 - f. Grand Health and Safety Officer
2. The Supreme Council may also appoint an Assistant Grand Recorder as a Grand Chapter Officer.

Section D - Duties of the Grand Chapter Officers

1. The Grand Master Alchemist shall preside over Grand Chapter and Supreme Council proceedings, vote on Grand Chapter and Supreme Council legislation, have general supervisory authority over the activities of the Grand Chapter Officers, care for matters of discipline, direct the installation of Collegiate Chapters, and sign charters and membership certificates. The Grand Master Alchemist shall, with concurrence of the Supreme Council, appoint committees of the Grand Chapter and of the Supreme Council, fill vacancies in the Supreme Council, and appoint District Counselors.
2. The Grand Collegiate Alchemist shall supervise the activities of the Collegiate chapters and of the District Counselors in their relations with the Collegiate chapters, adjudicate disagreements regarding Collegiate Branch membership requirements, assist the Grand Master Alchemist, vote on Grand Chapter and Supreme Council legislation, and sign charters.
3. The Grand Professional Alchemist shall supervise the activities of the Professional chapters and of the District Counselors in their relations with the Professional chapters, direct fund-raising and development activities, assist the Grand Master Alchemist, vote on Grand Chapter and Supreme Council legislation, and sign charters.
4. The Grand Master of Ceremonies shall be the ceremonial officer of the Fraternity, supervise the installation of chapters at the direction of the Grand Master Alchemist, administer the ritual of the Fraternity, have charge of Fraternity regalia, assist the Grand Master Alchemist, vote on Grand Chapter and Supreme Council legislation, and sign charters.

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5. The Grand Recorder shall carry out the duties of a Secretary and Treasurer, and shall sign charters. The Grand Recorder shall act as historian unless the Supreme Council appoints a Grand Historian.
6. The Assistant Grand Recorder, if any, shall assist the Grand Recorder and shall assume the duties of Grand Recorder when the Grand Recorder is unavailable. The Assistant Grand Recorder need not be a member of Alpha Chi Sigma Fraternity. If a non-member, the Assistant Grand Recorder shall neither witness nor participate in any part of the ritual associated with initiations, but may attend conclaves and Supreme Council meetings and may, if invited, attend any meetings of subordinate chapters.
7. The Grand Health and Safety Officer will oversee the entirety of the Alpha Chi Sigma Health and Safety program including, philosophy, policies, procedures, education, and enforcement.

Section E - Conclaves

Meetings of the Grand Chapter shall be called "Conclaves" and shall be held at least once every two calendar years unless the Supreme Council shall adopt a resolution fixing another time. Each will be held at the principal place of business of the Fraternity, in the City of Indianapolis, in the State of Indiana, unless the Supreme Council shall adopt a resolution fixing another place.

ARTICLE III - SUPREME COUNCIL

Section A - Membership

The Grand Master Alchemist, Grand Collegiate Alchemist, Grand Professional Alchemist, and Grand Master of Ceremonies shall constitute the Supreme Council, which shall act as the Board of Directors of Alpha Chi Sigma Fraternity, Inc.

Section B - Jurisdiction and Duties

The Supreme Council is empowered to:

1. Transact business of the Fraternity.
2. Make expenditures from the Grand Treasury, including the investment of funds of every kind.
3. Fix the time and place for conclave.
4. Issue Collegiate and Professional Chapter charters.
5. Hold conduct proceedings, institute sanctions, and carry out sanctions when necessary. Sanctions may be assigned to individual members or subordinate chapters.

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6. Meet at least once each year, or at the call of the Grand Master Alchemist, or upon the written request of three members of the Supreme Council.
7. Publish a journal.
8. Choose a Certified Public Accountant to review annually the accounts of the Grand Recorder and to provide an appropriate statement of the Fraternity's financial position.
9. Remove from office any subordinate chapter officer who fails to discharge the duties of the office in the proper manner.

ARTICLE IV - COLLEGIATE CHAPTERS

Section A - Establishment

1. Eight or more students or members of the instructional staff of any college or university that meet the qualifications for membership, may petition the Fraternity for a charter.
2. A joint charter may be granted to petitioners from two or more institutions existing in the same locality.
3. Properly qualified alumni members of the organization represented by the petitioners may join with them in applying for a charter.

Section B - Chapter Identification

1. The Collegiate Chapters shall be designated in the Fraternity records in the order of their installation by the letters of the Greek alphabet. The twenty-fifth chapter shall be known as Alpha Alpha, the forty-ninth as Beta Alpha, and so on.
2. The original Greek letter designation for a chapter that has had its charter revoked or has otherwise been declared inactive shall be reserved and used for the chapter if it is reactivated.

Section C - Jurisdiction and Duties

The Collegiate Chapters shall:

1. Have the sole right of initiating members into the Fraternity, except at the installation of new chapters.
2. Engage in professional and service activities that advance the Objects of the Fraternity.
3. Hold meetings and engage in fraternal activities for the good of the Order.

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4. Require attendance of Collegiate members at chapter meetings.
5. Maintain and keep chapter records and property in good condition.
6. Preserve the property of the Grand Chapter entrusted to them.
7. Report to the Supreme Council, the Grand Chapter and the District Counselors upon request.
8. Adopt bylaws for their own governance, provided these are in accord with the laws of the Fraternity.
9. Levy and collect dues for the support of the local chapters and the Grand Chapter.
10. Conduct Chapter Conduct Committee proceedings, institute sanctions, and carry out sanctions when necessary.
11. Have the power to bond the office of Chapter Treasurer.

Section D - Officers

1. The officers of each Collegiate Chapter shall be a Master Alchemist, Vice Master Alchemist, Reporter, Recorder, Treasurer, Master of Ceremonies, Alumni Secretary, Health & Safety Officer, and such other officers as the chapter may desire.
2. The officers, with the exception of the Alumni Secretary, must be active members of the chapter.

Section E - Duties of Officers

1. The Master Alchemist shall:
 - a. Be the executive officer of the chapter.
 - b. Preside at chapter meetings.
 - c. Commit to memory the parts of the ritual assigned to the Master Alchemist.
 - d. Appoint such committees as necessary for the efficient operation of the chapter.
 - e. Be responsible for the condition of the chapter and the proper discharge of the duties of its officers.
 - f. Be responsible for the vote of the chapter in the Grand Chapter during the period between conclaves.
2. The Vice Master Alchemist shall:

- 1 a. Assist the Master Alchemist.
- 2 b. Act as Master Alchemist in the absence of the Master Alchemist.
- 3 c. Supervise all pledge functions.
- 4 d. Arrange for the chapter's Professional Recognition Ceremony or Professional
- 5 Induction Ceremony when any chapter members are to join the Professional
- 6 Branch.
- 7
- 8 3. The Reporter shall:
 - 9 a. Carry on the chapter's correspondence with the Grand Chapter.
 - 10 b. Report elections, initiations, deaths, votes to expel or suspend a member as a
 - 11 result of Chapter Conduct Committee proceedings, changes in status of members,
 - 12 election of officers, and matters of record as required by the Supreme Council.
 - 13
- 14 4. The Recorder shall:
 - 15 a. Keep the minutes of the chapter meetings.
 - 16 b. Be responsible for the documents and records of the chapter.
 - 17 c. Assist the Reporter.
 - 18 d. Act as Reporter in the absence of the Reporter.
 - 19 e. Maintain a record, including contact information, of the chapter members.
 - 20
- 21 5. The Treasurer shall:
 - 22 a. Be responsible for the collection and disbursement of the chapter monies.
 - 23 b. Keep a systematic financial record of the chapter finances.
 - 24 c. Report on the chapter's finances upon the request of the Master Alchemist, the
 - 25 Grand Recorder, the District Counselor, or the Supreme Council.
 - 26 d. Submit to the Supreme Council, the District Counselor and Chapter Advisor a
 - 27 standardized financial statement of the chapter's financial condition including a
 - 28 detailed report of delinquencies.
 - 29
- 30 6. The Master of Ceremonies shall:
 - 31 a. Organize and supervise all chapter ceremonial activities except the Professional
 - 32 Recognition Ceremony and Professional Induction Ceremony.
 - 33 b. Be responsible for the safekeeping and good condition of the regalia entrusted to
 - 34 the chapter.
 - 35 c. Keep and account for all copies of the ritual lent to the chapter and be responsible
 - 36 to the Grand Chapter for them.
 - 37
- 38 7. The Alumni Secretary shall:
 - 39 a. Assist the chapter in its professional activities.
 - 40 b. Gather and preserve the historical data of the chapter and make an annual report
 - 41 to the Grand Historian.
 - 42 c. Solicit information from alumni for the official journal of the Fraternity.
 - 43 d. Report promptly all changes of address of chapter alumni to the Office of the
 - 44 Grand Recorder.
 - 45 e. May assist the Master Alchemist in familiarizing new chapter officers with their
 - 46 duties.
 - 47
- 48 8. The Health and Safety Officer shall:

- a. Be familiar with the Health and Safety Philosophy and Health and Safety Policies of Alpha Chi Sigma.
- b. Be familiar with campus, local and national policies and regulations as they relate to the chapter.
- c. Be a member of the Chapter Conduct Committee.
- d. Assist with planning chapter events to ensure compliance with all policies and regulations.

Section F - Chapter Advisor

Each Collegiate Chapter shall have a Chapter Advisor appointed by the District Counselor upon the chapter's recommendation.

- I. The Chapter Advisor should:
 - a. Attend chapter meetings and ritual events when possible.
 - b. Mentor chapter members and officers and promote chapter community.
 - c. Confirm the chapter's established standards for membership and monitor adherence to that standard.
 - d. Act as the faculty or staff member of record with the institution for the chapter.

Section G - Conclave Delegates

Each Collegiate Chapter shall send a delegate to each conclave.

Section H – Legal Agents of the Grand Chapter

Neither Collegiate chapters nor their members shall act as the legal representative or agent of the Fraternity, nor shall they have the right to assume, create, or incur any liability of any kind, expressed or implied, against or in the name of or on behalf of Alpha Chi Sigma Fraternity or its affiliates without the express permission of the Supreme Council.

ARTICLE V - PROFESSIONAL CHAPTERS

Section A - Establishment

Eight or more active Professional members who live in one locality may petition the Supreme Council for a charter. Upon proper certification of the eligibility of the petitioners by the Grand Recorder, the Supreme Council may grant a charter to them.

Section B - Membership

1. To be eligible to vote or hold office in a Professional Chapter, a member must be an active Professional member in the Fraternity, not a member of another Professional Chapter, and reside in the locality.
2. A Professional Chapter may assess local dues and fees and require their payment for local membership.

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3. Any member of the Fraternity may attend meetings or functions of a Professional Chapter.

Section C - Chapter Identification

A Professional Chapter shall be designated by the name of the city or locality in which it exists.

Section D - Jurisdiction and Duties

Each Professional Chapter shall:

1. Adopt rules for its governance.
2. Hold at least three meetings each year.
3. Keep a record of its membership.
4. Aid in the transition of Collegiate members to the Professional Branch.
5. Engage in fraternal activities for the good of the order.
6. Report to the Grand Chapter and the District Counselor when requested.

Section E - Officers

1. The officers of the Professional Chapter shall be: President, Vice President, Secretary, Treasurer, HEXAGON correspondent, and such other officers as the Chapter may desire.
2. The officers shall be elected annually and be certified to the Grand Recorder.

Section F - Conclave Delegates

Each active Professional Chapter shall send a delegate to conclave. The Professional Chapter delegate must be an active voting member of the chapter.

Section G – Legal Agents of the Grand Chapter

Neither Professional chapters nor Professional members shall act as the legal representative or agent of the Fraternity, nor shall they have the right to assume, create, or incur any liability of any kind, expressed or implied, against or in the name of or on behalf of Alpha Chi Sigma Fraternity or its affiliates without the express permission of the Supreme Council.

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ARTICLE VI - DISTRICT ORGANIZATION

Section A - Districts

The Supreme Council shall designate, by majority vote, geographical districts and assign each subordinate chapter to a district.

Section B - District Counselors

10 A District Counselor for each district shall be appointed biennially. The District
11 Counselor must be an active professional member. The District Counselor may be
12 removed at the discretion of the Supreme Council.

Section C - Duties

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16 Each District Counselor shall:

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18 1. Maintain close contacts with the chapters in the district, acting as an advisor on behalf
19 of the Supreme Council;
- 20
21 2. Visit each chapter in the district at least once each year or designate a representative
22 to make the visit;
- 23
24 3. Preside over district meetings;
- 25
26 4. Place on probation, subject to the approval of the Supreme Council, any chapter in
27 the district which fails to comply with Fraternity requirements.
- 28
29 5. Attend Conclaves and vote on Grand Chapter legislation; and
- 30
31 6. Act as a nonvoting ex officio member of all policy-determining committees of each
32 Collegiate Chapter in the district.

Section D - District Meetings

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36 District meetings, attended by representatives of the chapters of the district and presided
37 over by its District Counselor, may be authorized by a two-thirds vote of the chapters of
38 the district. The meetings may adopt rules for their guidance and finance, the cost to be
39 borne by the chapters of the district involved or by the attendees. The actions authorized
40 at such meetings shall be subject to ratification by the Supreme Council.

Section E - District Committees

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44 District Committees, consisting of active professional members, shall be established to
45 assist the District Counselors in the performance of their duties.
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ARTICLE VII - PROFESSIONAL REPRESENTATIVES

Section A - Qualifications

Professional Representatives must be active professional members of the Fraternity.

Section B - Duties

Each Professional Representative shall:

1. Serve as a member of the Grand Chapter, including attending conclaves, providing representation for professional branch members at-large.
2. Report to the Grand Chapter or Supreme Council when requested.
3. Work on tasks assigned by the Grand Chapter or the Supreme Council when requested.
4. Advance the Professional branch through reasonable engagement in the following activities:
 - a. Aid in the transition of Collegiate members to the Professional Branch.
 - b. Work to increase the number of Professional Groups or Professional Chapters.
 - c. Work to increase the number of active professional members of the organization.
 - d. Advocate the Professional Branch to all members of the organization.

ARTICLE VIII - ORDER OF ALTOTUS

The Order of Altotus shall consist of all past Grand Master Alchemists, except those removed from office, and other specially chosen active Professional members. Each member of the Order will be considered an active professional member for life.

ARTICLE IX - RITUAL

Section A - Official Ritual

The official ritual of the Fraternity shall be secret and shall include the procedure for initiation of candidates, the Professional Induction Ceremony, and the opening and closing of Grand Chapter and subordinate Chapter meetings.

Section B - Extraordinary Sessions

The installation of chapters (other than the initiation of the individual members), the installation of officers, and the presentation of awards may be held during designated Extraordinary Sessions, which are open to both members and friends of the Fraternity. The ritual opening and closing of meetings shall not be used for Extraordinary Sessions; however, it is appropriate to close Extraordinary Sessions with a recitation of the Objects of the Fraternity.

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ARTICLE X - JOURNAL

Section A - The Official Journal

The Fraternity shall publish a journal to be issued at least four times annually. It shall be called "THE HEXAGON OF ALPHA CHI SIGMA."

Section B - Editor

1. The editor of the official journal shall be designated the Grand Editor.
2. The Grand Editor shall be appointed by and serve at the discretion of the Supreme Council.

ARTICLE XI - BYLAWS

The Grand Chapter shall adopt Bylaws that supplement, interpret, and are in accord with this Constitution.

ARTICLE XII - AMENDMENTS

This Constitution may be amended in either of two ways.

1. By a three-fourths affirmative vote of the Grand Chapter, or
2. During a conclave, by a three-fourths affirmative vote of the Grand Chapter members registered at the conclave, the vote being held no sooner than one day following the initial presentation to the conclave of the proposed amendment.

BYLAWS

BYLAW I - MEMBERSHIP PROCEDURES

Section A - Election to Membership

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8 1. Discrimination based on race, religion, sex, ethnicity, national origin, age, disability,
9 veteran status, sexual orientation, gender expression, or gender identity is prohibited.

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11 2. Election to Collegiate Membership.

12
13 The election of Collegiate members shall proceed as follows:

- 14 a. A chapter shall give all of its active members prior notice of meetings at which it
15 will receive or vote on nominations for membership. In the meeting, any active
16 chapter member may nominate for membership any qualified person. The
17 nomination may be made orally or in writing. The nomination must be supported
18 by at least one other active member of the chapter.
- 19 b. A four-fifths majority of the chapter's active members must approve the
20 nomination by secret ballot.
- 21 c. Members unavoidably absent from the meeting at which the vote will be held may
22 submit their ballots to the Recorder prior to the meeting.
- 23 d. A Collegiate Chapter may, with the approval of the Supreme Council, elect and
24 initiate any properly qualified student of a neighboring college or university where
25 a chapter of this Fraternity does not exist, provided such action is in accord with
26 the regulations of both institutions. Subject to Supreme Council approval,
27 members who are students of an institution where a chapter previously existed
28 but is inactive, may, upon petition, be considered members of that chapter rather
29 than the initiating chapter.
- 30 e. In the event that the procedure for election of Collegiate members is in conflict
31 with the rules of the institution with which a Collegiate Chapter is affiliated, the
32 Supreme Council may authorize an exception to the procedure for the particular
33 chapter.
- 34 f. In no case shall Alpha Chi Sigma accept the assignment of members by an agency
35 external to the Fraternity.

36
37 3. Election of Professional Candidates to Membership.

- 38 a. For candidates having a bachelor's degree - Anyone with at least a bachelor's
39 degree in chemistry may be nominated by any member of the Fraternity to a
40 Collegiate Chapter as a candidate for Professional membership at any meeting of
41 the chapter. The chapter shall give all of its active members prior notice of
42 meetings when nominations for membership will be received or voted on. The
43 nominations may be made orally or in writing. The nomination must be supported
44 by at least two other Fraternity members who know the candidate personally. A
45 four-fifths majority of the active chapter members present must approve the
46 nomination by secret ballot.
- 47 b. For other candidates - Anyone who meets the membership qualification may be
48 nominated by any member of the Fraternity to a Collegiate Chapter as a candidate

1 for Professional membership at any meeting of the Chapter. The nomination must
2 be made in writing and clearly state the nominee's qualifications for membership.
3 The nomination must be signed by at least three active Fraternity members who
4 certify that they know the candidate personally. A four-fifths majority of the active
5 chapter members present must approve the nomination by secret ballot. If the
6 chapter approves the nomination, it shall be submitted to the Supreme Council,
7 where a unanimous vote is required for ratification.

- 8 c. The chapter that approved the candidate's nomination for membership shall
9 initiate the candidate.
- 10
- 11 4. No person's nomination for membership shall be voted on more than twice during
12 any one Grand Chapter fiscal year.
- 13
- 14 5. Membership in Alpha Chi Sigma precludes membership in any other national
15 professional chemistry fraternity.
- 16
- 17 6. A person may be pledged in the first half of the first college year.
- 18
- 19 7. If a pledge changes to a curriculum in which the requirements for initiation cannot be
20 satisfied, that person shall be dropped from the pledge roll.
- 21
- 22 8. The procedure for withdrawal of an invitation to membership shall be:
- 23 a. Any chapter member, at a regular meeting of the chapter, may move the
24 withdrawal of an invitation to membership for reasons involving dishonorable
25 conduct, consistent scholastic failure, lack of interest in the Fraternity, or injury to
26 the Fraternity if the person is initiated.
- 27 b. At least seven days prior to the meeting at which a vote on the motion will be
28 taken, the chapter shall give all of its active members written notice that a motion
29 to withdraw an invitation to membership is pending and the time and place of the
30 meeting.
- 31 c. A one-third vote of the chapter's active members by ballot shall be necessary for
32 the withdrawal of an invitation to membership.
- 33 d. Members unavoidably absent from the meeting at which the vote will be held may
34 submit their ballots to the Recorder prior to the meeting.
- 35 e. The withdrawal of an invitation to membership is the dissolution of the fraternal
36 relationship between the individual and the Fraternity. The individual whose
37 invitation to membership has been revoked loses all rights and privileges and
38 forfeits all claims on the Fraternity. The individual may not again become a pledge
39 of the Fraternity unless another invitation to membership is extended in
40 accordance with the chapter bylaws.
- 41
- 42 9. No person shall be initiated into the Fraternity until having complied with the following
43 conditions:
- 44 a. State the desire to further chemistry as a science and as a profession
- 45 b. Have paid all applicable fees due the Grand Chapter
- 46

47 Section B - Transfer Between Collegiate and Professional Branches

48

- 1 1. Except as described below, a member becomes a member of the Collegiate Branch
2 upon:
 - 3 a. Initiation into a Collegiate Chapter,
 - 4 b. Re-affiliation with a Collegiate Chapter, as reported by that chapter to the Grand
5 Recorder.
- 6
- 7 2. A member becomes a member of the Professional Branch upon:
 - 8 a. Initiation as a Professional member,
 - 9 b. Report of transfer from a Collegiate Chapter by that chapter to the Grand
10 Recorder,
 - 11 c. Passage of one academic year during which the member's chapter fails to report
12 the member as being active in the chapter,
 - 13 d. Acceptance by the member of an elected or appointed position in the Fraternity
14 that requires that the member be in the Professional Branch.
- 15
- 16 3. A Collegiate member who, after one year of membership, changes curricula to one
17 which does not lead to a degree in chemistry, or who wishes to withdraw from the
18 Collegiate Branch, may, upon payment of the balance of financial obligations to the
19 Fraternity, become a member of the Professional Branch.
- 20
- 21 4. Any member who is unable to pay in full any indebtedness to the Collegiate Chapter
22 at the time of transfer to Professional status shall sign a note, payable to the chapter,
23 for the unpaid balance with interest as the chapter directs. Failure to sign such a note
24 for any unpaid balance at the date of transfer shall be considered prima facie evidence
25 of disloyalty to the Fraternity.
- 26
- 27 5. Each Collegiate Chapter shall sponsor an official ceremony for the purpose of
28 recognizing a member's transfer into the Professional Branch when that member
29 leaves the Collegiate Branch of the Fraternity.
- 30
- 31 6. Disputes or conflicts regarding membership in the Collegiate Branch shall first be
32 raised with the Chapter Advisor or the District Counselor, who shall report
33 unresolved disputes to the Grand Collegiate Alchemist for final resolution.
- 34
- 35 7. Only members of the Professional Branch may perform the Professional Induction
36 Ceremony. Collegiate members may not observe or participate other than as
37 candidates. The Grand Master of Ceremonies may grant exceptions to this restriction
38 on specific occasions.
- 39
- 40 8. The chapter Reporter shall notify the Grand Recorder when a Collegiate member
41 becomes a Professional member.
- 42
- 43

44 **BYLAW II - CONDUCT**

45 Section A – Rights and Duties

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- 1 1. Every member has a duty to understand and abide by the Constitution, Bylaws, their
2 oath of membership, and resolutions and policies of the Grand Chapter and the
3 Supreme Council, including the Health and Safety Policy; as well as any provisions of
4 chapter bylaws or house rules. Ignorance of a specific provision is not an acceptable
5 defense.
6
- 7 2. Members and subordinate chapters accused of conduct violations have the following
8 rights:
9 a. To be informed of the charges against them;
10 b. To request an informal resolution of the case;
11 c. To be allowed a reasonable time to prepare a defense;
12 d. To hear and respond to evidence upon which a charge is based;
13 e. To appeal as provided herein;
14 f. To waive some or all of these rights.
15
- 16 3. Where required, notice may be given to any member or subordinate chapter in
17 writing or via electronic mail.
18
- 19 4. Each subordinate chapter shall have jurisdiction to institute conduct proceedings
20 concerning any of its members.
21
- 22 5. The Supreme Council shall have jurisdiction to institute conduct proceedings in the
23 following cases:
24 a. All cases concerning any member of the Fraternity;
25 b. All cases concerning any subordinate chapter;
26 c. All cases primarily reserved to the subordinate chapters in which the subordinate
27 chapter fails, neglects, or refuses, upon request of a majority of the Supreme
28 Council, to institute and pursue conduct proceedings promptly to conclusion;
29 d. All other cases not herein provided for.
30
- 31 6. The Supreme Council shall have appellate jurisdiction for all cases adjudicated under
32 the provisions of Alpha Chi Sigma Bylaw II, Section C.
33

34 Section B - Standards of Due Process and Evidence

35

- 36 1. As used in this and the following sections:
37 a. "Complainant" shall refer to the member(s), or pledge(s), who brought a
38 complaint against another member per Section C of this Bylaw.
39 b. "Respondent" shall refer to that member or those members that are the subject
40 of a written complaint submitted per Section C of this Bylaw.
41 c. "Designated representative" may be any member in good standing of the
42 Fraternity willing to represent the Complainant or Respondent during the
43 proceedings in the case.
44
- 45 2. Formal rules of evidence shall not be applied, nor will deviations from prescribed
46 procedures necessarily invalidate a decision, unless significant prejudice to the
47 Respondent or Complainant may result.
48

- 1 3. The complaint against the Respondent must be established by a preponderance of the
2 evidence, meaning that a reasonable person would accept that “more likely than not”
3 a fact is true or an incident occurred.
4
- 5 4. The Respondent or any other member simultaneously alleged to be involved in the
6 same or similar conduct violations may not participate in the adjudication or appellate
7 processes as described herein.
8 a. In a conduct case adjudicated by a Collegiate Chapter, the Master Alchemist shall
9 appoint a replacement from the chapter to the Conduct Committee in
10 consultation with the Chapter Advisor and/or District Counselor; if the Master
11 Alchemist is involved in the case, the Vice Master Alchemist shall appoint the
12 replacement.
13 b. In a conduct case adjudicated by the Supreme Council, a member of the Order of
14 Altotus shall be asked to take the place of the Supreme Council member involved
15 in the case. If no members of the Order of Altotus are available, an active
16 professional member may be asked to take the place of the Supreme Council
17 member otherwise involved in the case.
18

19 Section C - Case Resolution by the Collegiate Chapter

- 20
- 21 1. Any member or pledge of the Fraternity may refer another member suspected of
22 violating this Code to the Master Alchemist and Chapter Conduct Committee of the
23 suspected member’s chapter for resolution in accordance with chapter and Alpha Chi
24 Sigma Bylaws. In order to initiate conduct proceedings, a written complaint must be
25 filed with the Master Alchemist and Chapter Conduct Committee of the subordinate
26 chapter and be signed by a member or pledge in good standing. The written complaint
27 shall set forth the alleged conduct violations with sufficient facts or supporting
28 documents to substantiate the allegation.
29
- 30 2. Upon receipt of the written complaint, the Chapter Conduct Committee shall set a
31 time and place for a meeting to hear the case. The meeting shall occur within fifteen
32 (15) days of receipt of the written complaint. A copy of the complaint, together with
33 notice of the time and place of the Chapter Conduct Committee meeting, shall be
34 given to the Respondent at least five (5) days prior to the meeting. The Complainant
35 shall first present their case, without the presence of the Respondent, after which the
36 Respondent shall have a reasonable opportunity to present their defense.
37
- 38 3. Following the conclusion of all relevant testimony, the Respondent and Complainant
39 shall be excused and a determination of responsibility shall be made by a majority vote
40 of members hearing the case. If a majority of the members hearing the case vote in
41 the affirmative, the Respondent shall be found responsible. The members hearing the
42 case shall then consider and decide the sanction to be assigned in accordance with
43 Chapter and Alpha Chi Sigma Bylaws.
44
- 45 4. The Respondent and the Chapter Conduct Committee may resolve the complaint
46 through agreed resolution. In order for the matter to be resolved without a Chapter
47 Conduct Committee meeting, the Respondent must waive their right to an appeal;

1 accept responsibility for their conduct; and agree, in writing, to complete the sanctions
2 recommended by the Chapter Conduct Committee.

- 3
- 4 5. Respondents who fail to appear or to be represented by another member, after
5 proper notice, may be found responsible by default, at which time the Chapter
6 Conduct Committee will determine the appropriate sanction.
- 7
- 8 6. The Respondent and Complainant shall be promptly notified of the determination of
9 responsibility and any sanctions assigned.
- 10
- 11 7. Minutes shall be kept of all conduct proceedings, summarizing the evidence presented,
12 and maintained by the Chair of the Chapter Conduct Committee and include:
- 13 a. Date of Chapter Conduct Committee meeting or chapter hearing;
14 b. Name and address or e-mail address of Respondent;
15 c. Chapter designation, school, and address;
16 d. Copy of the written complaint;
17 e. Summary of the evidence presented by the Complainant and Respondent;
18 f. Determination of responsibility and the specific provisions of the Alpha Chi Sigma
19 Bylaws, chapter bylaws, or Fraternity Policy violated (if applicable);
20 g. Sanctions assigned (if applicable);
21 h. The name and address or e-mail address of the member who kept the minutes.
22 i. In the event that the Chapter Conduct Committee finds a member responsible
23 for a conduct violation and votes to suspend or expel the member in accordance
24 with the Alpha Chi Sigma Bylaws, minutes from the proceedings and a copy of the
25 sanctions must be sent to the Grand Collegiate Alchemist within ten (10) days
26 after the sanction is assigned. No other results of Chapter Conduct Committee
27 meetings need to be reported.

28

29 Section D - Case Resolution by the Supreme Council

30

- 31 1. Conduct proceedings concerning a member or chapter that are to be adjudicated by
32 the Supreme Council shall be instituted upon receipt of a written complaint, signed by
33 a member or pledge in good standing and filed with the National Office. The written
34 complaint shall set forth the alleged conduct violations with sufficient facts or
35 supporting documents to substantiate the allegation. Proceedings concerning a
36 member or chapter may also be instituted by the Supreme Council without receipt of
37 a written complaint.
- 38
- 39 2. In any proceeding under this section, the Respondent shall be given reasonable notice
40 of the time and place of hearing. The proceeding shall be conducted so that the
41 Respondent has a reasonable opportunity to present a defense. At the conclusion of
42 the presentation of evidence, the hearing body shall consider its determination of
43 responsibility. The hearing body may, by a majority vote, find the Respondent
44 responsible for one or more of the alleged conduct violations. If the Respondent is
45 found responsible, the hearing body shall consider the assignment of sanctions
46 presented herein. The Respondent and Complainant shall be promptly notified of the
47 determination of responsibility and any sanctions assigned. The hearing body and the

1 Respondent may enter into an agreement to resolve the complaint in a way other
2 than as herein provided.

- 3
- 4 3. If the Respondent fails to answer the complaint or fails to attend the hearing, the
5 Respondent may be found responsible by default, at which time the hearing body will
6 determine the appropriate sanction.
- 7
- 8 4. The Respondent may waive the right to a hearing and may consent to the
9 assignment of a sanction as recommended by the Supreme Council.

10 Section E - Sanctions

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- 12
- 13 1. The subordinate chapter or its Chapter Conduct Committee, or the Supreme
14 Council, may assign one or more of the following sanctions to an individual by a
15 majority vote, with each sanction being voted on separately:
- 16 a. Censure – a written reprimand for violation of specific provisions of the Alpha Chi
17 Sigma Constitution, Alpha Chi Sigma Bylaws, Chapter Bylaws, or Fraternity Policy,
18 including a warning that continuation or repetition of prohibited conduct may be
19 case for additional conduct proceedings.
- 20 b. Written apology to those wronged.
- 21 c. Probation – a designated period of time during which additional violations may
22 result in more severe sanctions.
- 23 d. Educational sanctions – the completion of education programs or other
24 discretionary sanctions necessary to develop the skills and/or knowledge
25 necessary to prevent future violations.
- 26 e. Loss of privileges.
- 27 f. Exclusion from various fraternity activities.
- 28 g. Payment for loss or damage.
- 29 h. Removal from office – the Chapter Conduct Committee may not assign this
30 sanction, but may forward a recommendation of removal from office to the
31 subordinate chapter for final adjudication.
- 32 i. Other sanctions as agreed upon by the subordinate chapter or its Chapter
33 Conduct Committee, or the Supreme Council, and the Respondent.
- 34
- 35 2. The Chapter Conduct Committee, after a determination of responsibility in a conduct
36 proceeding, may by a four-fifths vote suspend a brother for a specified period of time,
37 or expel the brother from the Fraternity. The member suspended or expelled shall
38 have the right to have the sanction reviewed by the chapter, which may, by a two-
39 thirds affirmative vote overturn a suspension, or by a three-fourths affirmative vote
40 overturn an expulsion. Should a suspension or expulsion be overturned, the case shall
41 be remanded to the Chapter Conduct Committee, which shall have the authority to
42 assign any other sanctions provided for herein. The expulsion of a member shall not
43 be effective until approved by the Supreme Council, who shall have the authority to
44 assign a lesser sanction.
- 45
- 46 3. The suspension of a member deprives them temporarily of all rights and privileges in
47 the Fraternity. During their suspension, they may not hold office, attend meetings, nor
48 participate in any Fraternity activities. They shall at all times be subject to the discipline

1 and laws of the Fraternity, and shall not be in good standing until the termination of
2 the suspension.

- 3
- 4 4. The expulsion of a member is the permanent dissolution of the fraternal relationship
5 between the individual and the Fraternity. An expelled member loses all rights and
6 privileges and forfeits all claims on the Fraternity. The expelled member may not again
7 become a member of the Fraternity in good standing unless a unanimous vote of the
8 Supreme Council reinstates membership.
- 9
- 10 5. In the case of a conduct issue, the Supreme Council may temporarily suspend, by
11 majority vote, a chapter's charter while a conduct investigation occurs. Such conduct
12 investigation will be completed within 60 days and a copy of the report shall be shared
13 with the chapter
- 14 a. A subordinate chapter that has had its charter suspended shall cease to operate
15 as or be recognized as an active chapter of the Fraternity. When a chapter is
16 suspended, its charter shall be confiscated by the District Counselor. The charter
17 may be retained by the District Counselor or forwarded to the Grand Recorder
18 or National Office at the Grand Recorder's discretion.
- 19 b. At the end of the stated time period, one of the following actions shall be taken:
- 20 i. The chapter will be returned to full active status by a majority vote of the
21 Supreme Council.
- 22 ii. The chapter will be placed on probation by a majority vote of the Supreme
23 Council.
- 24 iii. The suspension of the chapter shall be extended by a majority vote of the
25 Supreme Council.
- 26 iv. The chapter's charter will be revoked by a unanimous vote of the Supreme
27 Council.
- 28
- 29 6. A chapter failing to comply with Fraternity rules and policies may be placed on
30 probation by the Supreme Council; the Supreme Council shall notify the chapter's
31 District Counselor of the chapter's status.
- 32 a. A chapter on probation shall tender reports at least monthly to the District
33 Counselor. Probation terms will include activities the chapter must perform to be
34 reinstated as a chapter in good standing.
- 35 b. Probation will continue until the chapter is reinstated or suspended by a majority
36 vote of the Supreme Council or revoked by a unanimous vote of the Supreme
37 Council. The Supreme Council will review the probation after all deliverables have
38 been completed and at the end of the academic year.
- 39
- 40 7. The members of a chapter on probation, a suspended chapter, or a chapter with a
41 revoked charter shall be members in good standing unless otherwise included in
42 individual conduct proceedings or conduct proceedings against the chapter.
- 43

44 Section F - Appeals

- 45
- 46 1. Upon being notified of the determination of conduct proceedings, either the
47 Complainant or Respondent may appeal their case in accordance with the chapter
48 bylaws. Once the appellant's right to an appeal, as defined by the chapter bylaws, has

- 1 d. After the visit, the Grand Master Alchemist shall prepare a recommendation on
2 the request for permission to petition.
 - 3 e. The request for permission to petition and the Grand Master Alchemist's
4 recommendation shall be submitted to the Supreme Council, which shall decide
5 by majority vote whether to permit a formal petition by the organization.
 - 6 f. If the Supreme Council grants the organization permission to petition, the
7 organization shall submit a petition to the Grand Recorder. The petition shall be
8 directed to "The Chapters of Alpha Chi Sigma." The form of the petition and its
9 contents shall be established through consultation between the petitioning
10 organization and a designated representative of the Supreme Council.
 - 11 g. Upon receiving the petition, the Grand Recorder shall notify the Grand Master
12 Alchemist. The Grand Master Alchemist shall obtain the recommendation of the
13 Supreme Council and forward it to the Grand Recorder in writing. The Grand
14 Recorder shall submit the petition and the recommendation of the Supreme
15 Council to the active subordinate chapters.
 - 16 h. If at least three-fourths of the chapters vote favorably, the petition shall be granted.
17 Any chapter not voting within 45 days shall be deemed to have voted in favor of
18 the petition.
 - 19 i. If the petition is granted, the Supreme Council shall issue a charter and install the
20 organization as a new Collegiate Chapter.
 - 21 j. Members of the petitioning organization other than the petitioners themselves
22 shall have no rights conferred by the charter grant, but shall be subject to election
23 to membership.
- 24
- 25 2. In order to help form the nucleus of a new chapter, any member who is initiated into a
26 chapter at an institution other than that which the member attends shall have the option
27 of becoming a charter member of the new chapter, if and when a charter is granted. This
28 choice must be made at the time of installation.

30 Section B - Procedures for Chartering Professional Chapters

- 31
- 32 1. Five or more Professional members residing in the same locality and holding meetings
33 may notify the Grand Recorder of their activities. Upon receipt of notice, the Grand
34 Recorder shall be authorized to designate such a local organization as a "Professional
35 Group" and to list the group in the Fraternity directory. The Grand Professional
36 Alchemist may approve District Counselor visitation.
- 37
- 38 2. The following procedure shall be followed in the petitioning, approval, and installation of
39 new Professional Chapters or for reactivation of chapters that have had their charter
40 revoked:
 - 41 a. In order to be eligible to petition to become a Professional Chapter, an
42 organization must have been designated as a Professional Group for at least six
43 (6) consecutive months and consist of at least eight(8) active members.
 - 44 b. If a Professional Group desires to become a Professional Chapter, the
45 organization shall submit a written request for permission to petition.
 - 46 c. When a Professional Group requests permission to petition, the Grand Master
47 Alchemist, or a designated representative, shall visit the organization.
 - 48 d. After the visit, the Grand Master Alchemist, or the designated representative,

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- shall prepare a recommendation on the request to petition.
- e. The request for permission to petition and the Grand Master Alchemist's recommendation shall be submitted to the Supreme Council, which shall decide by majority vote whether to permit a formal petition by the organization.
- f. The request to petition and the Grand Master Alchemist's recommendation shall be submitted to the Supreme Council, which shall decide by majority vote whether to grant the request.
- g. If the Supreme Council grants the organization permission to petition, the organization shall submit a petition to the Grand Recorder. The petition shall be directed to "The Supreme Council of Alpha Chi Sigma." The form of the petition and its contents shall be established through consultation between the petitioning organization and a designated representative of the Supreme Council.
- h. If the Supreme Council approves the petition by majority vote, it shall issue a charter and install the organization as a new Professional Chapter.

Section C - Inactive Chapters

1. The Supreme Council shall declare a Subordinate Chapter inactive if no activity has been reported for three consecutive years.
2. A chapter whose charter has been revoked shall be considered to be de facto inactive.
3. When a chapter is declared inactive, it is the revocation of all its rights and privileges. All of the chapter's property rights shall be transferred to the Grand Chapter, which shall have the right to enforce ownership of property rights in any court of competent jurisdiction.
4. When a chapter becomes inactive, the Grand Chapter shall receive and retain the charter, records, and regalia of the chapter.
5. The Grand Chapter shall be the sole representative and authorized agent of the inactive chapter in all matters.

Section D - Gifts, Bequests and Donations

1. Whenever gifts, bequests, donations or the like of money or tangible or intangible property in excess of \$10,000 are made to an active Subordinate Chapter, the money or property shall be transmitted to the Grand Chapter.
2. Whenever gifts, bequests, donations, or the like of money or tangible or intangible property in any amount are made to an inactive subordinate chapter, the money or property shall be transmitted to the Grand Chapter.
3. The Grand Chapter shall hold such money or property and shall be solely responsible for the investment of such money or property and the income therefrom; for holding, selling, and investing the proceeds from the sale of such property; and for the disbursement of such assets to carry out the intentions of the donor and to carry out the provisions of such gift, bequest, or donation.

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4. The Grand Chapter may, at its sole discretion, set up separate corporations, use existing corporations, or establish other mechanisms for administering such gifts, bequests, or donations.
5. If a corporation is used to administer such gifts, bequests or donations made to an active Subordinate Chapter, the membership of any board of the corporation shall include at least one member of the Subordinate Chapter, if state law allows.
6. In the case of gifts, bequests or donations to a Collegiate Chapter, this section shall be subject to requirements of the institution at which that Collegiate Chapter is located.

BYLAW IV - THE GRAND CHAPTER

Section A - Membership

- I. Conclave Delegates
 - a. When electing a delegate for conclave, each Subordinate Chapter shall elect a delegate, a first alternate, and a second alternate.
 - b. If a chapter delegate cannot attend conclave, the first alternate shall become the delegate. If both the delegate and first alternate cannot attend conclave, the second alternate shall become the delegate.
 - c. If a Subordinate Chapter fails to have a delegate at conclave, it may be punished by chapter probation and a fine of not more than \$250, at the discretion of the Supreme Council.
 - d. A Collegiate Chapter delegate shall not be accredited unless the delegate expects to return to the chapter as an active member for the remainder of the current calendar year or unless approved by the District Counselor and the Grand Collegiate Alchemist.
 - e. A delegate shall not be accredited if the chapter is delinquent in the payment of any fees due the Grand Chapter. To obtain accreditation, the delegate may pay the indebtedness or sign a statement that the chapter will meet the indebtedness within ninety days of the closing date of the conclave. If the delegate signs the statement and the chapter fails to meet the conditions of the statement, the chapter shall be placed on probation until the indebtedness is paid or until the indebtedness is excused by unanimous vote of the Supreme Council.
2. Professional Representatives
 - a. The number of Professional Representatives shall be no greater than one-fifth of the number of active collegiate chapters, rounded to the next higher number. The number of Professional Representatives shall be determined by the Grand Chapter at each Conclave.
 - b. Each Professional Representative shall hold office for a term of no more than two years, with approximately one-half of the Professional Representatives beginning their term in any year.
 - c. Professional Representatives are eligible for reelection.

- d. Candidates for Professional Representative shall be selected by August 1.
- e. The vitae of nominees, together with statements of their views, shall be accessible when the ballots are made available.
- f. Each year, Professional Representatives will be elected by secret ballot of the active professional members of the Fraternity. This election shall be held at the time of the solicitation of professional contributions. Only ballots returned by December 15 will be counted. In the event of a tie between two or more candidates for the last position to be filled in an annual election, the elected candidate shall be determined by random drawing.
- g. If an elected Professional Representative is unwilling or unable to serve for any reason, including failure to remain an active professional member, the Grand Master Alchemist shall appoint the unelected nominee who received the highest number of votes in the preceding election to serve as Professional Representative.
- h. The Professional Representatives shall elect a chair before the end of January on a yearly basis.
- i. In the event of a vacancy in the office of Professional Representatives with no available unelected nominees from the previous election cycle, the remaining Professional Representatives may choose and submit a suitable candidate for appointment by the Grand Master Alchemist to serve as Professional Representative.

3. District Counselors

- a. The Supreme Council shall solicit recommendations for District Counselor from the Master Alchemist or President of each chapter. The Master Alchemists and Presidents shall submit their recommendations to the Grand Collegiate Alchemist by May 1st of a conclave year. The Supreme Council shall consider these recommendations before appointment of District Counselors.
- b. The District Counselors shall elect a chair within two months of the end of each conclave. The duties of this individual shall include instructing recently appointed District Counselors in the duties of their office.

Section B - Duties of Grand Chapter Members

1. Each member of the Grand Chapter should send to the Grand Recorder, at least three months prior to the conclave, brief statements of proposals they intend to recommend for conclave action. The Grand Recorder shall summarize and send this information to all members of the Grand Chapter for consideration.
2. Each chapter delegate shall, at the first business meeting of the chapter following the conclave, present a report on all important business transacted at the conclave.

Section C - Voting

1. Each voting member of the Grand Chapter shall have one vote on every question that comes before the Grand Chapter. No individual or subordinate chapter shall have more than one vote, regardless of the number of positions held, unless otherwise authorized by a two-thirds vote of the Grand Chapter.

- 1 2. The Grand Chapter shall be considered in continuous session.
- 2
- 3 3. When the Grand Chapter is assembled in conclave, voting shall take place according
- 4 to the current edition of *Robert's Rules of Order Newly Revised* or such other rules
- 5 adopted by the Grand Chapter for the conclave.
- 6
- 7 4. When the Grand Chapter is not assembled in Conclave, legislation shall be conducted
- 8 as follows:
- 9 a. The legislation and an explanation shall be submitted by its maker and seconder
- 10 to the Grand Recorder.
- 11 b. The Grand Recorder shall distribute the legislation and written explanation to the
- 12 members of the Grand Chapter.
- 13 c. Members of the Grand Chapter may submit written comments on the legislation
- 14 to the Grand Recorder within 45 days from the date of distribution.
- 15 d. If after the comment period, significant disagreement is apparent, the Supreme
- 16 Council may defer consideration of the legislation to the next Conclave.
- 17 e. If the legislation is not deferred, the Grand Recorder shall distribute a ballot and
- 18 a copy of each of the comments to each member of the Grand Chapter.
- 19 f. The members of the Grand Chapter shall complete their ballots and return them
- 20 to the Grand Recorder.
- 21 g. Only ballots returned to the Grand Recorder within 45 days of the date the Grand
- 22 Recorder distributed the ballots shall be counted.
- 23 h. A quorum shall consist of a majority of the members of the Grand Chapter, as
- 24 counted by ballots returned to the Grand Recorder within 45 days from the date
- 25 of distribution, except for the purpose of amending the Constitution, in which case
- 26 a quorum shall consist of 80% of the members of the Grand Chapter.
- 27 i. Should a quorum of members of the Grand Chapter not be obtained, the
- 28 legislation shall be included in the old business agenda of the next Conclave.
- 29 j. The Grand Recorder shall publish the legislation and the result of the vote and the
- 30 Grand Editor shall publish it in official journal.
- 31 k. Amendments to the Constitution or Bylaws approved by the Grand Chapter shall
- 32 be read, along with an explanation of the amendment by its originator or his
- 33 representative, at the conclave following their adoption.
- 34

35 Section D - Selection of Officers

- 36
- 37 1. The Grand Chapter Officers, except the Grand Recorder, the Assistant Grand
- 38 Recorder, and the Grand Health and Safety Officer, shall be elected at regular
- 39 conclaves of the Grand Chapter by majority vote. They shall be installed at the close
- 40 of the conclave at which they are elected in accordance with the ritual. They shall
- 41 hold office until the installation of their successors. Only active professional members
- 42 may serve on the Supreme Council.
- 43
- 44 2. The Grand Recorder shall be appointed by the Supreme Council within ten days of
- 45 the close of Conclave or of a vacancy occurring in office and shall be installed as
- 46 directed by the Supreme Council.
- 47

- 1 3. An Assistant Grand Recorder may be appointed by the Supreme Council at such time
2 as deemed desirable and necessary by them. If so appointed, the Assistant Grand
3 Recorder shall hold office until the installation of a successor or until discontinuance
4 of the office by a majority vote of the Supreme Council.
5
- 6 4. The Grand Health and Safety Officer shall be appointed by the Supreme Council within
7 thirty days of the close of Conclave, or of a vacancy occurring in office, and shall be
8 installed as directed by the Supreme Council
9

10 Section E - Vacancies in Offices

- 11
- 12 1. The Grand Master Alchemist shall fill, by appointment, with the approval of the
13 Supreme Council, any vacancies that may occur in the other Grand Chapter offices.
14
- 15 2. When a vacancy occurs in the office of the Grand Master Alchemist, the other
16 Supreme Council members shall succeed in the order of seniority, which shall be
17 measured by length of service on the Supreme Council.
18
- 19 3. Upon the succession of any officer to the office of Grand Master Alchemist, the office
20 thus made vacant shall be filled by the new Grand Master Alchemist by appointment.
21
- 22 4. In the event that all of the Supreme Council members become unable to serve, the
23 office of the Grand Master Alchemist shall be filled by the most immediately available
24 past-Grand Master Alchemist until an election and installation can be held.
25

26 Section F – Removal from Office

- 27
- 28 I. Professional Representatives
29 a. Any member of the Fraternity not under a current sanction as defined in BYLAW
30 II - CONDUCT Section E - Sanctions who believes that a Professional
31 Representative is not fulfilling their duties or is otherwise behaving in manner
32 unbecoming to the office, may submit a written request to the Supreme Council
33 to review the matter, listing specific complaints that the member has about the
34 Professional Representative in question.
35 b. Within 14 days, if the Supreme Council agrees that the complaint is serious enough
36 to recommend that the Professional Representative be removed from office, they
37 shall inform the Professional Representative Chair of their recommendation. If
38 the Supreme Council does not make the recommendation, the Grand Professional
39 Alchemist shall inform the original complainant of the result and why the complaint
40 is not moving forward.
41 c. Within fourteen (14) days of receiving the notice from the Grand Professional
42 Alchemist, the Professional Representative Chair shall convene a meeting of the
43 Professional Representatives. The meeting shall consist solely of the Professional
44 Representatives and, if necessary, a representative for the respondent.
45 d. Following the close of the meeting, the Professional Representatives shall be given
46 seventy-two (72) hours to transmit their vote to the Professional Representative
47 Chair. The respondent is not eligible to vote. A two-third's vote of eligible

- 1 Professional Representatives in favor of removal will result in the removal of the
2 respondent from office
- 3 e. The Professional Representative Chair shall notify the Grand Professional
4 Alchemist of the result of the vote within two (2) days. The Grand Professional
5 Alchemist shall notify the remainder of the Supreme Council of the result.
- 6 f. If the vote to remove is passed, the respondent Professional Representative shall
7 be considered formally removed from office on the day that the Grand
8 Professional Alchemist reports the result to the Supreme Council, or fourteen
9 (14) days after the conclusion of the vote, whichever comes first.

10 11 Section G - Committees

- 12
- 13 1. Nominating - The Grand Chapter shall have a Nominating Committee to solicit
14 possible candidates for Grand Chapter offices and Professional Representatives, to
15 review the qualifications of each possible candidate, and, based upon the review,
16 nominate candidates for each Grand Chapter office and Professional Representative.
17 The committee shall consist of the immediate past Grand Master Alchemist (ex-officio,
18 non-voting) and five active members willing to serve, who will select a chair amongst
19 themselves. The committee may nominate more than one person for any office.
- 20
- 21 2. Professional Representative - The Grand Chapter shall have a Professional
22 Representative Committee to coordinate and facilitate the activities of the
23 Professional Representatives and help them complete their duties. The committee
24 shall consist of all Professional Representatives and the Grand Professional Alchemist.
- 25
- 26 3. Diversity, Equity, and Inclusion – The Grand Chapter shall have a Diversity, Equity,
27 and Inclusion Committee. The committee will provide diversity, equity, and inclusion
28 training and materials to the membership; address diversity, equity, and inclusion
29 concerns across the Fraternity; and promote improved access and inclusion for all
30 members.
- 31
- 32 4. Other Grand Chapter committees may be created by the Supreme Council.

33 34 Section H - Conclaves

- 35
- 36 1. The Grand Master Alchemist shall give notice in writing of the time and place of a
37 conclave to all Grand Chapter members at least three months prior to the conclave.
38 For Grand Chapter members representing subordinate chapters, notice to the
39 subordinate chapter's Master Alchemist or President shall constitute notice to the
40 representative.
- 41
- 42 2. No member of the Grand Chapter shall be absent from any business session of the
43 Conclave unless excused by the Grand Master Alchemist. Unexcused absentees shall
44 not receive expense allowances from the Fraternity.
- 45
- 46 3. A majority of the members of the Grand Chapter shall constitute a quorum for the
47 transaction of business, except for the purpose of amending the Constitution, in which
48 case a quorum shall consist of 80% of the Grand Chapter members.

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- 4. Proxies are prohibited.
- 5. The Grand Recorder shall advise the conclave of the Supreme Council's recommendations on legislation.
- 6. The Grand Chapter Nominating Committee shall recommend nominees for Grand Chapter offices by January 15 of every Conclave year. The vita of the nominees, together with statements of their views, shall be published prior to May of each Conclave year. Other candidates may be nominated by members of the Grand Chapter either prior to Conclave or from the Conclave floor.
- 7. The order of business at the conclave shall be at the discretion of the Grand Master Alchemist but shall include the following:
 - a. Roll Call
 - b. Reports of officers
 - c. Reports of regular committees
 - d. Reports of special committees
 - e. Unfinished business
 - f. New business
 - g. Election of officers
 - h. Installation of officers
 - i. Adjournment
- 8. Conferences of all Professional delegates to consider legislation affecting Professional members may be held in connection with the conclaves at the call of the Grand Professional Alchemist or of three-fourths of the Professional delegates.
- 9. Expenses of the Grand Chapter Officers, the District Counselors, Grand Chapter Committee Chairs, Collegiate and Professional Chapter delegates (or elected alternates), Professional Representatives, and invited guests shall be paid from Grand Chapter funds to the extent authorized by the Supreme Council.
- 10. The Supreme Council shall manage conclaves.
- 11. All Collegiate delegates at conclave must use the housing accommodations approved by the Supreme Council. Any exceptions must be approved by the Supreme Council. Professional delegates not using the housing accommodations arranged by the Supreme Council may be reimbursed for housing only at the same rate as the delegates who participate. Delegates not using the meal plan arranged by the Supreme Council may not be reimbursed for meals at the conclave, unless the Supreme Council approves another plan for an individual delegate for health or other good reason.
- 12. The following Grand Chapter Conclave Committees shall be appointed by the Grand Master Alchemist at least two months prior to the conclave:
 - a. Legislative Preparation - to assist the delegates in presenting all conclave motions in proper written form for presentation to the Grand Chapter.

- b. Financial Legislation - to prepare or review all legislation regarding fees, dues and other Fraternity financial issues and to advise the Grand Chapter on the impact of that legislation on the finances of the Fraternity
- c. Constitution and Bylaws - to prepare or review all legislation amending the Constitution and Bylaws and to ensure that such legislation is in proper form for presentation to the Grand Chapter.
- d. Resolutions - to prepare or review Resolutions of greeting and appreciation for presentation to the Grand Chapter.

Section I – Reports and Proceedings

1. Each Grand Chapter Officer shall submit a report of activities to the Grand Recorder at the close of each fiscal year.
2. The Grand Recorder shall submit the Grand Chapter Officer reports, the record of Supreme Council proceedings, activities and meetings, and the report of Grand Chapter proceedings to all members of the Grand Chapter at the close of each fiscal year.

BYLAW V - SUPREME COUNCIL

Section A - Quorum

Three members of the Supreme Council shall constitute a quorum.

Section B - Voting

1. Unless otherwise stated, approval by the Supreme Council shall be considered to mean approval by a majority of the members of the Supreme Council.
2. Proxies are prohibited.

BYLAW VI - COLLEGIATE CHAPTERS

Section A - Election of Officers

1. The Reporter, Treasurer, and Alumni Secretary shall be elected for a term of one year. All other officers shall be elected for a term of no longer than one year.
2. Officers may be reelected.
3. All officers shall serve until the installation of their successors.
4. Vacancies in the Collegiate Chapter offices shall be filled as follows:
 - a. The Vice Master Alchemist shall succeed the Master Alchemist, and a new Vice Master Alchemist will be elected.

- b. The Recorder shall succeed the Reporter, and a new Recorder will be elected.
 - c. Where assistant chapter officers are provided by chapter bylaws, the assistant shall succeed to the higher office, and a new assistant will be elected.
 - d. Vacancies not otherwise provided for shall be filled by chapter election.
 - e. The Master Alchemist may appoint a temporary officer to fill a vacancy until a replacement officer has been elected. This temporary appointment shall not extend beyond the second chapter meeting after the vacancy occurs.
5. The officers, with the exception of the Alumni Secretary, should be matriculated students at an institution with which the chapter is associated. The Alumni Secretary, if a Collegiate member, should be an active member of the chapter.

Section B – Committees

Each Collegiate Chapter shall have the following standing committees:

1. Finances - to consist of the Vice Master Alchemist and two other members of the chapter appointed by the Master Alchemist. It shall review for accuracy and completeness the books of the Treasurer at least once annually and immediately following the Treasurer's installation.
2. Membership - to consist of the Vice Master Alchemist and two collegiate members of the chapter appointed by the Master Alchemist. It shall investigate the qualifications of persons proposed for membership and shall report to the chapter those eligible for membership.
3. Budget - to consist of the Treasurer, the Master Alchemist, and one or more members elected by the chapter. It shall create a budget of chapter finances and submit it to the chapter for approval, within the first month of the fall term of the school year.
4. Conduct – to consist minimally of either:
 - a. no less than 5 active members, including the Health and Safety Officer, appointed as described in chapter bylaws or,
 - b. the Health and Safety Officer, Vice Master Alchemist, Treasurer, Master of Ceremonies, Reporter, and Recorder.

Section C - Miscellaneous Chapter Procedures

1. A Manual of Procedure shall be provided by the Supreme Council for the guidance of all officers and chapters in routine Fraternity matters. It shall include instructions to officers, methods of finance and accounting, methods of reporting, the Fraternity laws with indices, and ceremonial instructions not included in the ritual.
2. The Supreme Council may assist any chapter in collecting unpaid obligations of its members.

- 1 3. There shall be no penalty for absence from a regular chapter meeting if the member
2 is not in residence in the chapter locality or if the member is excused by a two-thirds
3 vote of the members present at the next regular chapter meeting.
4
- 5 4. A Collegiate Chapter may provide an organization for its pledges, with the consent of
6 the District Counselor and the Supreme Council and subject to the regulations of the
7 institution. The chapter shall be responsible for the activities of such an organization.
8
- 9 5. A majority of the active collegiate members residing within the chapter locality, less
10 those excused, shall constitute a quorum. Proxies toward a quorum are prohibited.
11
- 12 6. The suggested order of business at Collegiate Chapter meetings shall be as follows:
13 a. Call to order
14 b. Secret ritual opening
15 c. Roll Call
16 d. Reading of minutes
17 e. Reports of officers
18 f. Reading of correspondence
19 g. Reports of regular committees
20 h. Reports of special committees
21 i. Unfinished business
22 j. New business
23 k. Proposals for membership
24 l. Election to membership
25 m. Appointment of committees
26 n. Election of officers
27 o. Installation of officers
28 p. Secret ritual closing
29
- 30 7. A member who moves to another institution where a chapter of the Fraternity exists
31 may become a member of this chapter if desired. Before affiliating that member, the
32 new chapter shall ascertain his status of membership from the former chapter and
33 from the Grand Recorder. Any disputes shall be referred to the Grand Collegiate
34 Alchemist for resolution. A member can be an active member of only one collegiate
35 chapter at a time.
36
- 37 8. A Collegiate Chapter shall not incorporate, nor shall it own any real property for the
38 purpose of providing housing for its members or producing rental income. Housing
39 Corporations may not be formed on behalf of subordinate chapters without the
40 approval of the Supreme Council. Such Housing Corporations are separate and
41 distinct from the Alpha Chi Sigma Fraternity. Members of Alpha Chi Sigma residing in
42 chapter houses should not be voting officers or voting members of the Board of
43 Directors of the housing corporation.
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45 **BYLAW VII - LEADERSHIP CONFERENCES**

46 Section A - Regional Leadership Conferences

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1. The Supreme Council may annually authorize a series of Regional Leadership Conferences to be attended by any member of the Fraternity.
2. The Grand Recorder shall be responsible for arrangements for housing, meals, meeting facilities, and instructional or discussion materials to be provided.
3. The program for a Conference in a specific region shall be arranged by the Grand Recorder and the District Counselors for all chapters in the region.
4. The extent to which the Grand Chapter will meet expenses of the conferees shall be determined by the Supreme Council at least three months prior to any Conference.
5. The locations of the Regional Conferences shall be determined by the Supreme Council, upon advice of the District Counselors and the Grand Recorder.

Section B - District Leadership Conferences

1. The District Counselor and the Master Alchemists of the Collegiate Chapters in a District may arrange for a Leadership Conference in their district whenever desired.
2. Participants shall be any Alpha Chi Sigma member who wishes to attend and any invited guests.
3. The District Counselor shall be responsible for arrangements for housing, meals, meeting facilities, and instructional or discussion materials.
4. The locations of the District Conferences shall be determined by the District Counselor and the Master Alchemists of the chapters in the District.
5. The method of financing will be determined by the chapters in the District.
6. With approval of the District Counselor, the District may request financial support from Grand Chapter funds.

BYLAW VIII - FRATERNITY FINANCE

Section A - Fraternity Fiscal Year

The fiscal year of the Grand Chapter shall coincide with the calendar year.

Section B - Pledge and Lifetime Membership Fees and Surcharges

1. Immediately following the Pledge Ceremony, a pledge fee for each candidate shall be paid directly to the Grand Chapter or, alternatively, shall be collected by the Collegiate Chapter and forwarded promptly to the Grand Recorder. For each biennium the pledge fee shall be established by the Supreme Council with the

1 concurrence of the Grand Chapter. From time to time, the Supreme Council also
2 may assess a mandatory surcharge on the pledge fee for a period not exceeding two
3 years. The pledge fee is non-refundable.
4

- 5 2. a. For each candidate initiated into the Fraternity by an established Collegiate
6 Chapter of the Fraternity, a lifetime membership fee and applicable surcharge shall
7 be paid to the Grand Chapter. The fee shall be collected by the Treasurer of the
8 chapter or paid directly to the Grand chapter.
9 b. For each biennium the lifetime membership fee shall be established by the Supreme
10 Council with the concurrence of the Grand Chapter. From time to time, the
11 Supreme Council also may assess a mandatory surcharge on the lifetime
12 membership fee for a period not exceeding two years
13 c. The Treasurer shall forward all fees collected on behalf of the Grand Chapter to
14 the Grand Recorder prior to the initiation date.
15
- 16 3. The Supreme Council may set reduced pledge and lifetime membership fees and
17 specify extended payment schedules for candidates who will become Collegiate
18 members.
19
- 20 4. A Collegiate chapter may submit a written petition to the Supreme Council for a
21 waiver of all or part of pledge and lifetime membership fees and applicable surcharges
22 on behalf of qualified faculty members at the Collegiate Chapter's institution.
23

24 Section C - Professional Contributions

25

- 26 1. The suggested amount of annual voluntary Grand Chapter Contributions for
27 Professional members shall be fixed by the Supreme Council and shall be solicited by
28 the Grand Professional Alchemist.
29
- 30 2. Any member who contributes a sum of money, in an amount chosen by the Supreme
31 Council, to the Alpha Chi Sigma Reserve Fund shall be designated as a permanent
32 active Professional member provided the payment of Lifetime membership fees has
33 been completed. This contribution may be made in a lump sum or in installments of
34 not less than 10% of the total in addition to annual voluntary Professional
35 Contributions.
36

37 Section D - Warrant Validation

38

- 39 1. Any Grand Chapter Officer may sign warrants for Fraternity funds.
40
- 41 2. The Supreme Council shall, by proposition, establish limits above which warrants shall
42 require the signature of two or more authorized persons. These limits shall not be
43 less than \$1,000 nor more than \$5,000.
44
- 45 3. The Supreme Council may bond, in an amount it deems appropriate, any of the
46 persons authorized to sign warrants, or any employee handling Fraternity accounts or
47 funds. The bond shall be made payable to the Fraternity, in case of default. The cost
48 of carrying the bond shall be borne by the Fraternity.

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Section E - Special Assessments and Fees

Assessments and fees as determined and approved by the Supreme Council for special purposes not otherwise covered in the Constitution and Bylaws shall not become binding upon individual chapters until approved by a majority vote of the Grand Chapter.

Section F - Reimbursements

Reasonable and customary business expenses incurred in and attributable to Fraternity service may be reimbursed from Grand Chapter funds upon authorization of the appropriate Grand Chapter Officer. Requests for such reimbursement must be submitted with appropriate justifying documentation to that authorizing officer within three months of the expenditure and no later than December 31 of that year.

Section G - Ritual and Regalia

1. A complete set of regalia shall be furnished free of charge to a new chapter on the date of installation.
2. Regalia articles not subject to normal depreciation, as determined by the District Counselor, shall be replaced at chapter expense.
3. A fine shall be levied against any chapter or member of the Fraternity responsible for the loss of all or part of a copy of the ritual. This fine will be set and publicized by the Grand Master of Ceremonies.
4. A Collegiate Chapter, with the permission of the Grand Master of Ceremonies, may purchase for the Grand Chapter up to a complete second set of regalia for exclusive use by that Collegiate Chapter. All copies of the ritual and all regalia shall remain the property of the Grand Chapter.

Section H – Debt Liability

Neither the Grand Chapter nor any of its members shall be liable for debts incurred by subordinate chapters or individual members of the Fraternity.

BYLAW IX - OFFICIAL JOURNAL

Section A - Editors

There may be one or more Associate Editors or Assistant Editors of the official journal appointed by the Grand Editor with the approval of the Supreme Council.

Section B - Business Manager

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The Grand Recorder shall be business manager of the official journal and shall receive and disburse all monies of the journal.

Section C - Distribution

The official journal shall be distributed regularly to all members of known address.

Section D - Subscription Price

The subscription price for non-members shall be determined by the Grand Editor.

Section E - Volumes

All issues of the official journal published during any one Fraternity fiscal year shall constitute one volume.

BYLAW X - FRATERNITY JEWELRY

Section A - Official Jewelry

The flat-bordered plain badge shall be the standard official badge of the Fraternity. All other badges, pins, rings, or charms of the same basic design as the flat-bordered plain badge and buttons or lapel pins in the hexagon shape or the badge with the alchemical symbol for lead on the face shall comprise the official jewelry of the Fraternity.

Section B - Orders

Orders for all official jewelry must be placed through the Grand Recorder.

Section C - Wearing

Official jewelry of the Fraternity may be worn by a member, a member's betrothed, or a member of the Fraternity member's immediate family.

Section D - Order of Altotus

The Order of Altotus Jewelry shall be reserved exclusively for the members of the Order. Upon entry to the Order, the member may choose to be presented with one item of jewelry

Section E - Recognition Pins

The gold Greek letter recognition button shall be reserved for Professional members, and the silver Greek letter recognition button shall be reserved for Collegiate members.

Section F - Redemption

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The Grand Recorder shall be empowered to redeem any official badges found in the hands of unqualified persons, for a value determined from manufacturer's prices.

BYLAW XI - MISCELLANY

Section A – Indemnification

The Fraternity shall indemnify any person (or the heirs or personal representatives of such person) who has served or is serving as a member of the Supreme Council, the Grand Recorder, Assistant Grand Recorder, Grand Editor, or any other officer or duly elected or appointed official or employee of the Fraternity designated by the Supreme Council, in the fulfillment of that person's duties against expenses actually and reasonably incurred by the individual in connection with the defense of any claim, action, suit, or proceeding resulting therefrom, to the extent permitted by law, upon determination by the Supreme Council that the indemnification is proper in each specific case. The right of indemnification shall not be exclusive of other rights to which the individual may be entitled as a matter of law.

Section B - Parliamentary Authority

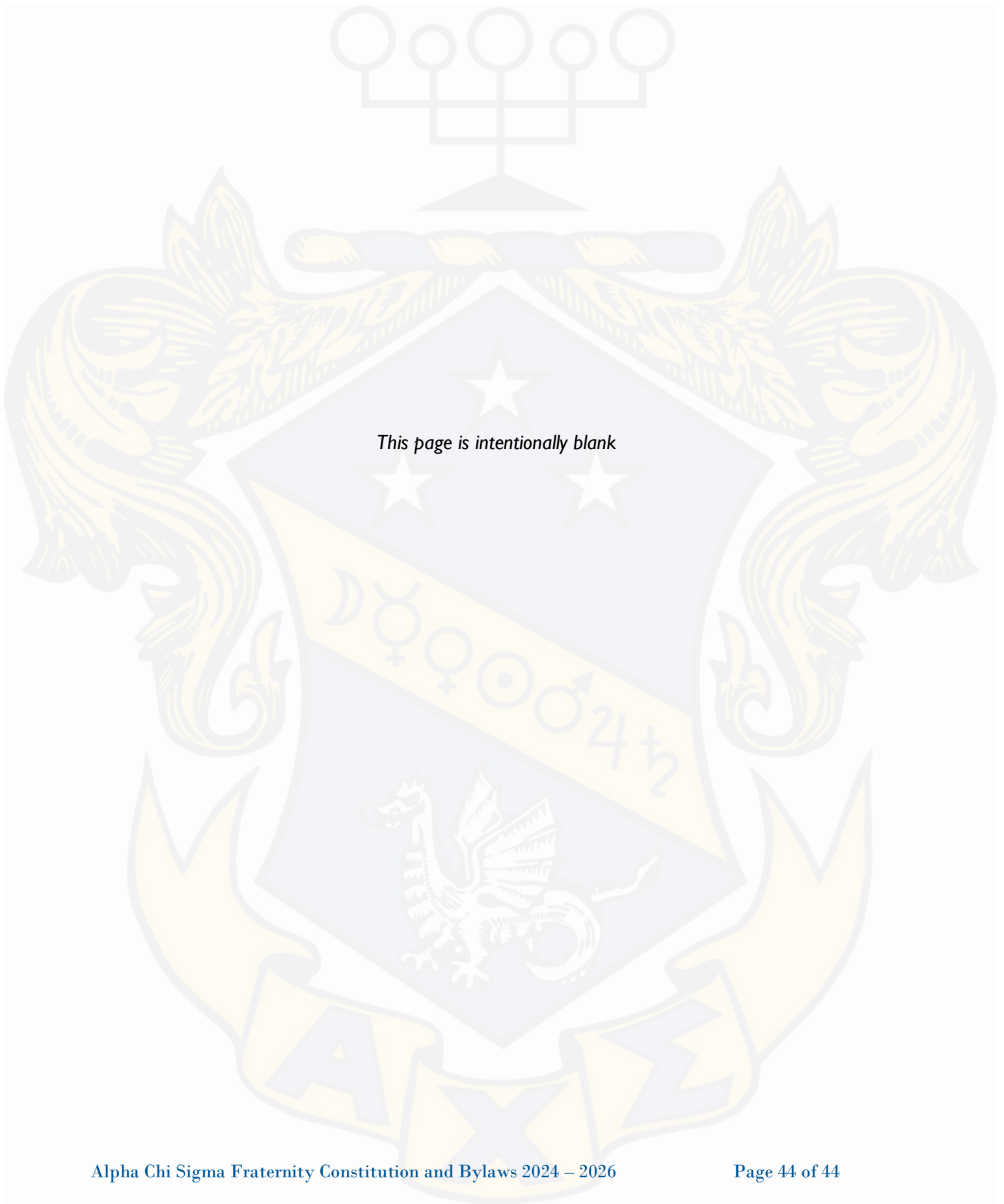
In matters of parliamentary procedure not otherwise covered by this Constitution and Bylaws, the most recent edition of *Robert's Rules of Order Newly Revised* shall be considered authoritative.

Section C - Editing of Constitution or Bylaws

The Supreme Council shall be empowered to change the wording of adopted Grand Chapter legislation, without changing the meaning, if necessary to bring it into conformity with the accepted standards of English and consistent terminology.

BYLAW XII - AMENDMENTS

These Bylaws may be amended, but not in violation of any provision of the Restated Articles of Incorporation or of the Constitution, by a two-thirds majority of the Grand Chapter members voting. No amendment may be adopted in conclave unless presented in conclave at least one day preceding its consideration.



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