

# Bylaws of the Demetrios Chapter of Alpha Rho Chi Fraternity

## *Preamble*

In order to secure a closer fellowship among ourselves, and to encourage a greater interest in the study of Architecture and the Allied Arts, a chapter of ALPHA RHO CHI is hereby established and constituted, and we hereby declare for its governance these bylaws.

## *Article I*

### *Name and Symbols*

**Section 01: Name**

The name of this organization shall be the “Demetrios Chapter of Alpha Rho Chi Fraternity.”

**Section 02: Emblems, Motto and Badges**

The emblems of this chapter shall be as designated by the National Constitution of Alpha Rho Chi Fraternity.

**Section 03: Cadency Mark**

A crescent shall differentiate the chapter’s coat of arms.

**Section 04: Seal**

The Worthy Architect shall be the keeper of the seal of the chapter. The seal shall be impressed on chapter reports, notes, summons, and official communications. A copy of the seal shall be deposited with the Worthy Grand Scribe of Alpha Rho Chi Fraternity.

## *Article II*

### *Objectives and Powers*

**Section 01: Objectives**

The objectives of this chapter are to organize and unite for education and professional development purposes the students of architecture and its allied arts at this university in order that this fraternity may promote the artistic, scientific, and practical proficiency of its membership and the profession.

**Section 02: Incorporation**

The chapter shall be incorporated as a not-for-profit corporation in the state of Ohio.

## *Article III*

### *Membership*

**Section 01: Classes of Membership**

The classifications of membership in Alpha Rho Chi shall be as defined in the National Constitution of Alpha Rho Chi Fraternity.

**Section 02: Composition of Membership**

This chapter shall be constituted of collegiate members attending this university registered in courses leading to a degree, provided at least fifty percent (50%) are registered in architecture or an allied field.

**Section 03: Transfer of Membership**

When a collegiate member of Alpha Rho Chi transfers to this university, that member may affiliate as a collegiate member of this chapter with the approval of a two-thirds vote of the chapter.

**Section 04: Non-discrimination**

No member or prospective member of the fraternity shall be discriminated against on the basis of age, ancestry, color, disability, financial-aid status, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, physical appearance, protected veteran status, or any other bases under the law.

**Section 05: Sexual Misconduct**

As a student organization at The Ohio State University, all members shall conduct themselves in a manner that maintains an environment free from sexual misconduct. All members are responsible for adhering to University Policy 1.15, which can be found here:  
<https://hr.osu.edu/public/documents/policy/policy115.pdf>.

If you or someone you know has been sexually harassed or assaulted, you may find the appropriate resources at <http://titleIX.osu.edu> or by contacting the Ohio State Title IX Coordinator at [titleIX@osu.edu](mailto:titleIX@osu.edu).

**Section 06: Election of New Members**

An invitation to join the fraternity may be extended by a two-thirds vote of the chapter. This invitation may be contingent to pledging. No person shall become a member of the chapter without completing the fraternity's Ritual.

**Section 07: Removal of New Members**

A motion may be made at any chapter meeting to dismiss a new member, provided it is seconded by three other members. An affirmative vote by a majority of the membership is needed to pass the motion, removing his/her eligibility for initiation of the Demetrios Chapter of Alpha Rho Chi.

**Section 08: Suspension of Members**

A collegiate member may be suspended and have his/her fraternity privileges withdrawn by a three-fourths vote of the chapter for any of the following causes:

- a) Violation of oaths or the bylaws;
- b) Failure or refusal to meet minimum standards of participation;
- c) Failure or refusal to pay indebtedness due to the fraternity;
- d) Suspension from the university for disciplinary action;
- e) Malfeasance as an officer of the chapter;
- f) Actions unbecoming a member of Alpha Rho Chi

The member against whom such action is taken shall be notified in writing and given the opportunity to defend him/herself in front of the active chapter.

Upon suspending a member, the chapter shall promptly inform the Grand Council of Alpha Rho Chi Fraternity.

The suspended member may be reinstated to good standing upon satisfaction of the offense by three-fourths vote of the active chapter.

**Section 09: Votes on Membership**

All voting to extend a bid, initiate a candidate, dismiss a new member, or suspend a collegiate member shall be taken by secret ballot. Such votes shall not be taken until notice is given to all collegiate members concerning the rules governing that vote.

**Section 10: Relief from Obligations**

In special cases, a collegiate member may be temporarily relieved of some specific obligation. If a collegiate member desires to have some obligations waived or deferred, he/she may petition the Executive Board in person or in writing. A majority vote of the Executive Board is necessary for approval. A member so recognized shall remain a collegiate member in good standing. The chapter remains responsible for any dues or fees to the National Fraternity or like obligations on behalf of the member.

## *Article IV*

### *Finances*

**Section 01: Dues and Fees**

A schedule of dues and fees shall be set by a two-thirds vote of the chapter at beginning of each school year. The schedule of dues and fees shall include any national dues or fees to be collected by the chapter on behalf of the National Fraternity.

**Section 02: Fines**

A schedule of fines shall be set by a two-thirds vote of the chapter at the beginning of each school year. Fines may be enacted for infractions that may include, but are not limited to, the following: missing meetings or events and late payments of dues or fees.

**Section 03: Dissolution of Assets upon Dissolution**

Should the chapter be dissolved for any reason, all financial accounts the chapter possesses shall be closed, all debts shall be paid, and the remaining balance of all accounts shall be combined and given to an entity such as the Alpha Rho Chi Foundation.

## *Article V*

### *Elected Officers*

**Section 01: Worthy Architect (WA)**

The Worthy Architect shall preside at all meetings of the chapter and Executive Board. The WA shall exercise general supervision of the chapter between its meetings. The WA shall prepare a report of the state of the chapter to submit to

the fraternity's National Convention. The WA shall have one vote at meetings of the Executive Board.

**Section 02: Worthy Associate Architect (WAA)**

The Worthy Associate Architect shall be a liaison between the WA and the committee chairmen. The WAA shall preside at meetings of the chapter and Executive Board in the absence of the WA. The WAA shall have one vote at meetings of the Executive Board.

**Section 03: Worthy Clerk (WC)**

The Worthy Clerk shall serve as the chapter's internal secretary. The WC shall record and maintain minutes of meetings of both the chapter and Executive Board and publish them in a timely fashion for inspection of the membership. The WC shall be responsible for maintaining an accurate roster of the membership of the chapter and filing regular membership reports and reports of new members to the Grand Council. The WC shall have one vote at meetings of the Executive Board.

**Section 04: Worthy Scribe (WS)**

The Worthy Scribe shall serve as the chapter's external secretary. The WS shall coordinate the publications and public media of the chapter. The WS shall serve as a liaison with alumni members of the chapter. The WS shall have one vote at meetings of the Executive Board.

**Section 05: Worthy Estimator (WE)**

The Worthy Estimator shall serve as the chapter's treasurer. As custodian of the chapter's funds, the WE shall be responsible for the placement of chapter funds in a bank and the safekeeping of accurate records of the chapter's financial transactions, including receipts or vouchers to cover expenses. With the Executive Board, the WE shall prepare a proposed chapter budget for the approval of the chapter. The WE shall be responsible for collecting dues and fees from both members and new members. The WE shall prepare a written report on the chapter's finances for the first chapter meeting of each month. The WE shall have one vote at meetings of the Executive Board.

**Section 06: Worthy Superintendent (WSupt)**

The Worthy Superintendent shall serve as director of the ritual and chair of the Ritual Committee. The WSupt shall be responsible for properties associated with the Ritual. The WSupt shall have one vote at meetings of the Executive Board.

**Section 07: Nomination Procedure and Time of Elections**

Nominations shall be accepted from the floor at the first chapter meeting in April. Nominations may be made by any collegiate member and should be seconded. Before the election at the second meeting in April, additional nominations from the floor shall be accepted.

**Section 08: Ballot Election, Term of Office, Removal from Office**

The officers shall be elected by ballot to serve for a one year term or until their successors are elected. The installation of officers shall take place at the final meeting of the academic term. An officer may be removed from office by a three-fourths vote of the Chapter.

**Section 09: Vacancies of Elected Officers**

In the case an elected office is vacated, the chapter shall nominate at the next chapter meeting and elect a replacement at the following chapter meeting.

**Section 10: Office–Holding Limitations**

No member shall hold more than one office at a time, and no member shall be eligible to serve two consecutive terms in the same office.

*Article VI**Appointed Officers***Section 01: Appointments**

The Worthy Architect shall name appointees with the approval of the Executive Board. The terms of appointed officers may be terminated at the discretion of the Executive Board. In the event an appointed office is vacated, the WA shall appoint a replacement with the approval of the Executive Board. In addition to these appointed offices, the Worthy Architect may appoint one or more assistants to each position or approve one or more assistants selected by the appointed officer.

**Section 02: New Member Educator**

The New Member Educator shall be responsible for planning and administration of the preparation of new members for initiation and their eventual membership in the chapter. The New Member Educator shall be in charge of the activities of the new member class and be responsible to the Executive Board and chapter.

**Section 03: Committee Chairs**

The Worthy Architect shall appoint the chairs of the various committees. The chair of each committee shall be responsible for the committee's efforts and reporting on the committee's activity at each meeting of the active chapter.

**Section 04: Historian**

The Historian records the chapter's activities and maintains the historical records of the chapter. The Historian shall assist the Worthy Scribe in contribution to publications.

*Article VII**Advisors***Section 01: Advisor of Record**

The chapter shall choose an Advisor of Record in accordance with university regulations. The Advisor of Record may be, but is not required to be, a faculty member of the fraternity.

**Section 02: Registered Agent**

The chapter shall have a registered agent for the purpose of incorporation with the state. In the case of vacancy, the Worthy Architect shall appoint a replacement.

*Article VIII**Chapter Meetings***Section 01: Regular Meetings**

Chapter meetings shall be held every week of the academic year except during university holidays. The time of regular chapter meetings shall be decided by the chapter at the beginning of each term.

**Section 02: Special Meetings**

Special meetings may be called by the Worthy Architect or by the Executive Board and may be called upon the written request of at least 25% of the collegiate members of the chapter. The call for a special meeting shall be sent to all members at least 24 hours before the meeting. The purpose of the meeting shall be stated in the call, and no other business may be conducted at that meeting.

**Section 03: Summer Meeting**

A meeting for planning the upcoming year may be held during the summer months. The date for such a meeting shall be set during the spring term.

**Section 04: Quorum**

A majority of active members in good standing shall constitute a quorum.

*Article IX**The Executive Board***Section 01: Board Composition**

The six elected officers of the chapter shall constitute the Executive Board.

**Section 02: Board's Duties and Powers**

The Executive Board shall have general supervision of the affairs of the chapter between its meetings, make recommendations to the chapter, and perform other duties as are specified in the bylaws.

**Section 03: Board Meetings**

The Executive Board shall set the time of its regular meetings at the beginning of each academic term. Special meetings of the board may be called by the Worthy Architect and shall be called upon the written request of three members of the board.

*Article X**Committees***Section 01: Committee Members**

All collegiate members not holding another office shall be expected to serve on one or more committees. The Worthy Architect shall collect the preferences of collegiate members before making committee assignments.

**Section 02: Standing Committees**

The chapter's standing committees shall be as defined in the following sections. If circumstances warrant, the Worthy Architect may leave one or more of these committees unfilled, provided the WA receives the consent of the chapter to do so.

**Section 03: Recruitment Committee**

The Recruitment Committee shall coordinate the chapter's recruitment programs, plan recruitment events and promotions, and make related recommendations to the chapter.

**Section 04: Professional Committee**

The Professional Committee shall plan and coordinate the chapter's professional development programs, and make related recommendations to the chapter.

**Section 05: Social Committee**

The Social Committee shall plan and coordinate social events, outings and retreats, and make related recommendations to the chapter.

**Section 06: Philanthropy Committee**

The Philanthropy Committee shall plan and coordinate the chapter's charitable and community outreach activities, and make related recommendations to the chapter.

**Section 07: Ritual Committee**

The Ritual Committee assists the Worthy Superintendent in his/her duties related to the Ritual and other ceremonial functions.

**Section 08: Special Committees**

The chapter or the Worthy Architect may appoint additional committees to perform specific tasks or carry out specified programs.

## *Article XI*

### *Authorities*

**Section 01: Parliamentary Authority**

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the chapter in all cases to which they are applicable and in which they are not inconsistent with these bylaws, the National Constitution and Bylaws of Alpha Rho Chi Fraternity, or any rules of order the chapter may adopt.

## *Article XII*

### *Possession of the Bylaws*

**Section 01:** Each active member of the chapter shall be furnished with copies, whether paper or electronic, of these bylaws as well as the National Constitution and Bylaws of Alpha Rho Chi Fraternity. In addition, each member shall be provided copies of the *Handbook for Members*, policies required by the National Fraternity, as well as any chapter policy and procedure documents that may be adopted.

## *Article XIII*

### *Amendments*

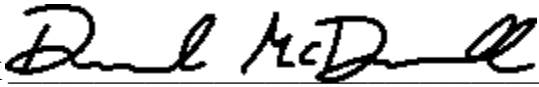
**Section 01: Amendments to Bylaws**

These bylaws may be amended at any regular meeting of the chapter by a three-fourths vote, provided the amendment has been submitted in writing at the previous chapter meeting.

**Section 02: Approval of Amendments**

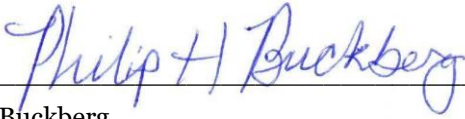
Before amendments to the by-laws shall take effect, they must be approved by the Worthy Grand Architect of Alpha Rho Chi Fraternity.

This version of the bylaws was adopted on the 2<sup>nd</sup> of March, 2019.

X 

---

Daniel McDonnell  
Worthy Architect of Demetrios Chapter

X 

---

Phil Buckberg  
Worthy Grand Architect of Alpha Rho Chi Fraternity