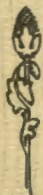


CONSTITUTION
AND
BY-LAWS
OF
Phi Kappa Chi Fraternity



TOLEDO UNIVERSITY
TOLEDO, OHIO

1921

PREAMBLE

A fraternity organized to foster the spirit of Friendship, Sociability and Study among its members and the students of Toledo University; to promote the common welfare of its members; to keep an open mind on all subjects; to forward all just causes; and to work with other organizations when their purpose seems to be for the best interests.

CONSTITUTION

ARTICLE I

Name

This Fraternity shall be known as the
PHI KAPPA CHI FRATERNITY.

ARTICLE II

Membership

Section 1. No person shall be admitted to this fraternity save by an unanimous vote of all the active members present at a regular meeting, and every person on becoming a member shall take the oath provided in the ritual.

Sec. 2. Active members, except as provided in Article VI, Section 7, of the By-Laws, shall be those pursuing regular courses in Toledo University. Such members alone can fill offices and control the action of the fraternity.

Sec. 3. Alumni members shall be those who were active members while students in Toledo University.

Sec. 4. Honorary members shall be those persons who have been duly elected and initiated in the same manner as a regular member.

ARTICLE III

Officers

Section 1. The officers of this fraternity shall be a Master, Warden, Scribe, Custodian and Marshal.

Sec. 2. The election of officers shall take place at the first regular meeting in May. The inauguration shall take place at the first regular meeting in June.

Sec. 3. The term of office shall be for one year and until a successor is elected.

ARTICLE IV

Standing Committees

Section 1. The standing committees shall be an Executive and a Finance committee.

Sec. 2. The Executive committee shall consist of the five officers. It shall be the duty of this committee to act for the fraternity when immediate and urgent action is needed and it is impossible or impractical to call a meeting of the brothers to consider what action shall be taken.

Sec. 3. The Finance committee shall consist of the Custodian and two brothers ap-

pointed by the Master at the time of his inauguration, and they shall serve for one year. The Master shall designate the chairman of this committee. It shall be their duty to devise ways and means of obtaining funds, and to audit the books of the fraternity upon assuming office and every three months thereafter, submitting written reports of the same.

ARTICLE V.

Amendments

Every proposed alteration, amendment, or addition to this constitution and by-laws, hereto annexed, shall be handed in writing to the Master who shall publish the same at the following regular meeting and at the next regular meeting it may be adopted by a two-thirds vote of all the brothers present.

ARTICLE VI

Suspension of By-Laws

A by-law may be suspended by the unanimous consent of all the brothers present.

BY-LAWS

ARTICLE I

Meetings

Section 1. The regular meetings of the Phi Kappa Chi Fraternity shall be held on the first and third Wednesdays of each month.

Sec. 2. Special meetings of the Phi Kappa Chi Fraternity may be called by the Master upon the written request of five or more brothers.

Sec. 3. A majority of the brothers in good standing shall constitute a quorum. Where not otherwise provided, a majority of brothers present at any meeting shall be necessary to determine all questions.

Sec. 4. All voting shall be by roll-call, except as provided in Article VI, Section 3 of the By-Laws.

ARTICLE II

Order of Business

Section 1. At the regular meetings of the Phi Kappa Chi Fraternity the following shall be the Order of Business:

- a. The meeting shall be opened by the brothers in the manner prescribed in the ritual.
- b. Roll-call of brothers.
- c. Reading of the minutes of the previous or preceding meeting.
- d. Report of the Custodian.
- e. Report of Standing Committees.
- f. Report of Special Committees.
- g. Unfinished Business.
- h. New Business.

Sec. 2. At special meetings, after the regular opening of the meeting, the order of business shall be in accordance with the call therefor.

ARTICLE III

Duties of Officers

Section 1. The Master shall preside at all meetings of the fraternity. He shall state questions and declare the result on all motions; call special meetings and perform all other duties customary of said office.

Sec. 2. In the absence of the Master or because of his inability to act, the Warden shall perform all duties pertaining to the office of Master. He shall be the custodian of all fraternity property and shall perform such duties as may devolve upon him.

Sec. 3. It shall be the duty of the Scribe to keep a written record of the proceedings

of the fraternity; to attend to all correspondence, unless the brothers especially order otherwise. The Scribe shall also act as the Historian, and in that capacity keep a record containing the personal history and addresses of each brother and other information that may be of interest or benefit to the Fraternity. The Scribe shall notify all active members of all meetings.

Sec. 4. The Custodian shall collect all funds due and payable to the Fraternity, and upon the receipt of any moneys shall enter the same upon his books and keep an account of all disbursements made from said funds; make a monthly statement to the brothers of all receipts and disbursements of the previous month, and at the end of his term a full statement of all funds received and disbursed during such term. He shall notify brothers of delinquent dues and assessments.

Sec. 5. The Marshal shall maintain strict order during the course of business meetings and he shall also see that none but bona fide members are present during said meetings.

ARTICLE IV

Withdrawal of Funds

Moneys shall be drawn from the treasury when duly authorized by a vote of the Fra-

ternity and an order drawn upon the Custodian in the form prescribed below, and signed by the Scribe:

Number.....

\$. Date.....

To the Custodian of the Phi Kappa Chi Fraternity:

In accordance with action taken by the brothers, as shown in the minutes of the meeting held....., appropriating.....Dollars, for.....

You are accordingly directed to pay from the general funds of Phi Kappa Chi Fraternity.

....., Scribe.

ARTICLE V

Inauguration of Officers

At the inauguration of each officer, the Master of the past year shall prescribe the following affirmation:

“Brother ———, you have been chosen by the brothers of Phi Kappa Chi Fraternity to perform the duties of ——— for the next year.”

“Do you solemnly promise that you will faithfully discharge the duties of said office to the best of your knowledge and ability?”

ARTICLE VI

Members

Section 1. Names of candidates for membership may be presented at any regular meeting.

Sec. 2. At least ten days before any candidate is voted upon, the Scribe shall notify each brother of the name of the candidate and the time the vote is to be taken.

Sec. 3. The vote shall be by secret ballot. One black ball shall disqualify the candidate for probation, but this does not prevent the name of such candidate from being presented again at a future date.

Sec. 4. Each pledge shall be on probation at least one month from the time he has accepted the action of the brothers placing him on probation. If, at the expiration of this period, the pledge has successfully completed fifteen (15) hours of academic work and the brothers are unanimous in their desire to accept the pledge as a brother, he shall be so notified and initiated accordingly. If the vote is not unanimous, the pledge shall be dropped.

Sec. 5. Any brother who shall be absent from three consecutive regular meetings shall be automatically suspended from all privileges and rights as a brother until such suspension is removed.

Sec. 6. Any brother suspended in accordance with Article VI, Section 5, shall, upon a written application for reinstatement, setting forth the reasons for his absences, and an acceptance of the same by a three-fourths vote of the brothers present, be reinstated to good standing.

Sec. 7. Any alumni member desiring to assume active membership may petition the brothers and with their unanimous consent shall again be placed upon the roll as an active member.

ARTICLE VII

Fees, Dues and Assessments

Section 1. There shall be a pledge fee of \$3.00 due and payable at the time a candidate is pledged. There shall also be an initiation fee of \$5.00 due and payable at the time of a pledge's initiation.

Sec. 2. The dues of active members shall be fifty (50c) cents per month, due and payable on the first day of each month.

Sec. 3. Alumni members shall pay twenty-five (25c) cents per month the first year of their inactivity and one dollar (\$1.00) a year thereafter.

Sec. 4. No dues shall be received from honorary members.

Sec. 5. All social functions, pins, or miscellaneous expenses incurred which directly

affect the individual brothers shall be met by special assessment upon those brothers.

Sec. 6. Any brother who shall fail to pay his dues for three months or fails to pay a special assessment within a month after the same is made shall automatically be suspended from the Fraternity, unless the brothers vote to suspend the working of this section in his case.

Sec. 7. The brothers suspended in accordance with Article VII, Section 6, shall, upon full settlement with the Custodian, be reinstated.

