

Updated: April 2017

**BYLAWS OF THE THETA IOTA CHAPTER OF ALPHA XI DELTA
Florida Atlantic University**

Article I – Purpose

“Alpha Xi Delta stands for sincere development of character, for high standards of scholarship, for right living in our chapter houses that health, peace and harmony may prevail and for wholesome social life above reproach of criticism” (Anne Miller Knoté in Introduction to the History of Alpha Xi Delta Fraternity 1893-1923).

Article II – Membership

Section 1. New Membership: Those who contribute to the above purpose, and those who have met university/college and national requirements, may be considered a New Member of Alpha Xi Delta if they have a 2.75 cumulative university grade point average or 3.0 high school cumulative grade point average. One must also be recognized as a full-time student at the university in order to be eligible for membership in Alpha Xi Delta.

Section 2. Membership: Special circumstances may be determined by the Executive Committee. An initiated sister must have a 2.5 cumulative grade point average and be a full-time student according to the university to be considered an active sister in good standing.

Article III – Meetings

Section 1. *Chapter.* Chapter and program meetings will be scheduled on Sundays during the college or university term, except when prohibited by college or university regulations, or when voted on and approved by the chapter. Attendance is required and meetings will begin promptly at the **scheduled time**. Doors will be locked 15 minutes after scheduled meeting time. Quill attire is required at all formal chapter meetings. Dress for program meetings is determined by the Programs Vice President. The Marshal may refuse admittance to any member due to improper dress, which will result in an unexcused absence (the sister will not receive merit). Each member is allowed up to two (2) excused absences from chapter meetings each semester, and any further absences will result in Merit Probation. Only one unexcused absence is allowed but if second absence is unexcused it results in a suspension.

Section 2. *New Member.* New Member meetings are to be designated by the New Member Orientation Chair with the consent of the New Member class and the Chapter Advisor/New Member Orientation Chair Advisor. New Members are required to attend. Missing more than two (2) meetings will result in Merit Probation. If meetings are continuously missed an individual will have her membership evaluated by the Executive Committee. Should a meeting be missed, every effort should be made to learn the missed curriculum.

Section 3. *Special*. Special meetings may be called by officers in the following order: President, Chapter Life Vice President, Membership Vice President, Recording Secretary, Programs Vice President, Public Relations Vice President and Financial Vice President. Notice must be given to chapter members 24 hours in advance, and the meetings will be mandatory except in cases where a member is excused.

Section 4. *Quorum*. A quorum is met when **75% percent** of the initiated membership in good standing are in attendance.

Section 5. *Chapter Bylaws*. Chapter Bylaws must be distributed as part of the chapter business at the first meeting following each Bid Day.

Section 6. *Excuses*. Excuses from meetings are given to the Recording Secretary for initiated members and to the New Member Orientation Chair for New Members. Excuses may be granted by the Recording Secretary in case of class conflict. Approval of excuses may also be at the discretion of the President, Executive Committee, Chapter Advisor, or any National Fraternity Headquarters designee. Excuses must be submitted in writing 24 hours in advance of a mandatory event to the Recording Secretary or the event will not be considered excused, except in the event of an emergency.

Section 6. *Advisor*. At least one advisor **MUST** be a full-time faculty, AMP or SP staff member at FAU

Article IV – Financial Obligations

Section 1. *Dues and Fees*

Clause 1. The chapter New Member fee of \$55.00 is to include the cost of the *Bonds of Sisterhood* and the National New Member Fee. This fee is to be paid to the Chapter Financial Vice President prior to the Pledge Ceremony.

Clause 2. New Member dues are \$90.00 per month.

Clause 3. The Corporation Note is \$50.00 and is paid during the first semester of membership with initiation.

Clause 4. The chapter Initiation Fee of \$40.00 is to include the cost of a copy of the National Constitution and Bylaws and the National Initiation Fee. The National Initiation Fee must be paid before initiation.

Clause 5. Purchase of a Quill is required for initiation. All New Members will be offered the opportunity to select their own badge.

Clause 6. Initiated member dues are \$90.00 per month.

Clause 7. National semi-annual dues of \$69.00, National Semi-annual Risk Management fees of \$18.00, and National Semi-annual Technology Fees of \$10.00 are paid October 1 and February 1 of each year.

Clause 8. Members will be billed for all National and Chapter dues and fees through the National Fraternity's contracted company, Omega Financial Inc. Payments are to be remitted to OmegaFi via e-check, debit/credit card, check, and/or money order.

Clause 9. New Members wishing to keep their New Member Pins may do so by paying the current cost for the pin. Otherwise, the pin must be returned to the chapter.

Clause 10. Any member purchasing items using chapter funds needs prior permission from their Council Vice President who, in turn, must stay within an approved budget. The Financial Vice President reserves the right to deny the person a reimbursement if proper permission has not been obtained and receipts for the expenditure are not presented.

Section 2. *Special Funds*

Clause 1. The Financial Vice President is to send the sum of \$3.00 per New and Initiated member on November 1 and April 1 of each year to Fraternity Headquarters as the chapter's contribution to the National Philanthropy Fund of the Alpha Xi Delta Foundation.

Clause 2. The Financial Vice President is to designate an amount in the annual budget for a Convention Fund account (\$250 each semester is paid to the National Convention Fund at the National Fraternity, and the balance is kept in the local bank account). In the event a convention is cancelled, funds will accumulate toward future convention expenses. These funds will be used for the National Convention and TLC, in alternate years, and area-wide training. Two chapter representatives (the President and an alternate) are to be funded by the chapter for the National Convention and TLC.

Section 3. *Budget*

Clause 1. The filing of a chapter budget with the National Financial Coordinator is required by May 1 for the next fiscal year. Copies are to be sent as stated on the budget form.

Clause 2. Reimbursement for Chapter Funds

1. Officers must not spend over the amount budgets for their council.
2. All receipts must be turned in to the Financial Vice President within 10 days following the event or reimbursement may not be given.
3. If a member spends over the budgeted amount, there may be no reimbursement for the extra amount spent.

Article V – Elections

Section 1. *Nomination Committee.* A Nomination Committee will be selected in accordance with the Manual for Chapter Officers (Officer Manual 17-18).

Section 2. *Campaigning.* There will be no campaigning before or during the election process. Campaigning is defined as the persuasion of members by any means to secure a position. If any member is caught campaigning, they will no longer be eligible for a position.

Section 3. *Slate of Officers.* The Nominating Committee selects a slate of candidates. After the slate is presented, nominations may be taken from the floor. To overturn the slate there must be a 50%, plus one, majority vote against the slate. All members of the Nominating Committee must stand by the slate of officers, thus their votes will be for the slated positions. Any slated nominee, after accepting her slated position, shall decline a nomination from the floor for any other office. The slate of officers is voted on during the scheduled meeting in which it is presented.

Section 4. *Election Program.* All members are required to participate in an educational program regarding the Nominating Committee and election process. This program must be held at least one week before A and B ballots are handed out.

Section 5. *Qualifications for Office.*

Clause 1. No member may be a candidate for office who is not in good standing, and has less than a cumulative college or university grade point average of 2.5 and must also maintain a 2.5 cumulative average within her term of office. No member may be a candidate for an Executive Committee position who is not in good standing, and has less than a cumulative college or university grade point average of a 2.75 and must also maintain a 2.75 within her term of office. Any officer who fails to maintain the required academic averages shall automatically relinquish her office.

Clause 2. *Term.* The length of term of office for collegiate chapter officers is one calendar year. A requirement for office is transitioning the incoming officer with an in person meeting and sharing of documents.

Clause 3. *Training period.* Officers are to have a training day before assuming office.

Clause 4. *Officer Contract.* Officers must sign the officer contract agreement form and understand the qualifications that are needed to be met as an Officer. If not met can result in relinquish of position and probation/suspension if needed.

Section 6. *Vacancies.* Vacancies in chapter offices are to be filled through appointments by the Executive Committee. The term of this office is limited to the period between appointment through the following election. If there is an opening in office it shall be filled within two weeks of its vacancy. If there is a vacancy of the President, the position shall be appointed by Chapter Advisor.

Article VI – Appointment

Section 1. *Officers.* The following officers are to be appointed by the Executive Committee:
Assistant New Member Orientation Chair
Philanthropy/Service Chair
Philanthropy Chair Assistant
Membership Assistant

Second Panhellenic Delegate
Alumni Relations Chair
Social Chair
Social Chair Assistant
Song Leader
Sisterhood Chair
Sisterhood Chair Assistant
~~Jewelry and Apparel Chair~~
Apparel Chair Assistant
Sports and Athletics Chair
Greek Week Chair
Greek Week Talent Chair
Greek Week Assistant
Special Events Chair
Special Events Chair Assistant
Website Manager
~~Scrapbook Chair~~
MAX Chair (secret position)
~~MAX Chair Assistant~~
Homecoming Chair
~~Tailgate Chair~~
Standards of Excellence Chair
Second Marshal
Foundation Liaison
Recruitment Secretary
Photography Chair

Clause 1. *Requirements.* In order to be eligible for an officer position, candidate must meet requirements as specified by Regulation 4.006. All officers must be registered degree-seeking FAU students who meet the University's minimum qualifications for student officers, which is a 2.5 cumulative GPA and be registered for 6 credits hours for undergraduate students, and a 3.0 cumulative GPA and 3 credit hours for graduate students. Officers have to be in good academic standing and not on probation. Students serving as President must have earned at least 12 college credits. A student may serve in the same position or office for a maximum of two terms during his/her academic career at FAU. A student's academic career includes his/her undergraduate, graduate, and professional course work. If an officer misses two or more meetings, they will be removed from their position.

Clause 2. The Executive Committee reserves the right to create and remove new positions as needed for the chapter.

Article VII – Committees

Section 1. *Executive Committee.*

Clause 1. There shall be an Executive Committee composed of the President, Chapter Life Vice President, Membership Vice President, Programs Vice President, Public Relations Vice President, Financial Vice President, Recording Secretary, and Panhellenic Delegate.

Clause 2. The Executive Committee is to meet prior to all chapter meetings as called by the President. The purpose is to expedite and carry out chapter business and to prepare an agenda for the chapter meeting. See further details within National Constitution and Bylaws.

Section 2. *Membership Executive Committee (MEC)*

Clause 1. There shall be a Membership Executive Committee during recruitment composed of the President, Membership Vice President, Membership Assistant (Membership Assistant will not be a part of MEC after fall 2012 Formal Recruitment), Recruitment Secretary and Membership/Chapter Advisor.

Article VIII – Recruitment

Section 1. *Recruitment Retreat.* Any member who does not attend the Recruitment Retreat and CPA workshop, which has not been excused, before formal recruitment in the fall will not be involved in the recruitment process, which includes but is not limited to voting and speaking to Potential New Members. Excused and unexcused absences will be at the discretion of Membership Vice President.

Section 2. *Absences During Formal Recruitment.* Any unexcused absences during a night of recruitment will result in Merit Probation. Excused and unexcused absences will be up to the discretion of the Membership Vice President.

Article IX – Second Pledging

A candidate may be a New Member a second time by a minimum seven-eighths (7/8) vote of the entire college chapter initiated membership eligible and present to vote, upon the recommendation of the Regional Collegiate Director. The local and national New Member Fees are required for a second pledging.

Article X – Dismissing of New Members

Section 1. *Procedure.* Procedure for probation and dismissal of New Members is outlined in the National Bylaws, Article II, Section 2.

Article XI – Participation

Section 1. Attendance and participation in all chapter activities shall be regulated by a Merit System. A point value or team will be assigned to chapter activities and ongoing campus activities at the beginning of each semester. A list of these activities and point values or teams shall be distributed to all initiated members at the beginning of each month.

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Section 2. All members must earn 65% of the merit points each semester, with the exception of seniors. Seniors, who are in their fourth year of Alpha Xi Delta, or are otherwise considered seniors by the university, must earn 50% upon request of the merit points each semester.

Section 3. Any member who does not earn the required merit points for the semester will be put on Merit Probation. This involves the loss of voting privileges for the upcoming semester and loss of office. Any extreme circumstances should be brought up to the Executive Committee and will be dealt with accordingly.

Section 4. Any member who wishes to appeal her Merit Probation status may do so by requesting a meeting with the Executive Committee.

Section 5. Any member who does not meet 80% of the required total for the semester of Merit Probation and who is not excused by special consideration from Executive Committee will have their membership in Alpha Xi Delta terminated.

Section 6. The Recording Secretary will handle Merit System application and administration. A committee may be formed at the Recording Secretary's discretion. She will chair the committee and delegate responsibilities to each committee member.

Section 7. Merit Probation status will be reviewed after a one semester probationary period and retracted if the member holds 80% of the required points at that time.

Section 8. Those sisters who do not have at least a cumulative grade point average of a 2.5, and are not in good standing with the chapter, **will not be eligible** to receive a little sister.

Section 9. Those sisters who do not have a cumulative grade point average of a 2.5 or higher can **neither apply nor be considered** for any position. Those sisters who do not have at least a

cumulative grade point average of a 2.75 can **neither** apply **nor be considered** for any slated Executive Committee position.

Section 10. All members must complete eight service hours in the fall semester and eight service hours in the spring semester. These hours can be completed through Alpha Xi Delta service events involving Autism Speaks.

Those sisters who do not complete the required service hours for the semester will be put on Merit Probation until the sister fulfills the required service hours.

Section 11. *Double blue and gold teams will be used in addition to the merit points system. If a member fails to attend an event that they are assigned to, they will automatically be placed on merit probation the following month. If a member is unable to attend an event, they must first fill out the conflict form online provided by the recording secretary and their request is subject to the approval of the executive committee.*

Article XII – Discipline of Members

Section 1. A new member or an initiated member may be placed on conduct probation by a 3/4 vote, if quorum is obtained, of initiated membership eligible and present to vote. For procedure in this instance, see the National By-Laws, Article IV, Section I (Current Edition)

Section 2. *Social media.* Members are required to sign a social media contract understanding the consequences of inappropriate or unsisterly photos, comments, distasteful social media accounts, or any type of public outreach that goes against our values. This can result in conduct probation or suspension.

Article XIII – Conventions

Section 1. *Delegates.* The chapter is to send at least **two** delegates to the National Convention and The Leadership Conference. (See National Bylaws)

Clause 1. *Requirements.* The elected delegate to the National Convention or The Leadership Conference is required to return to the college the term following the convention. (See Policy and Procedures)

Section 2. *Funds.* In the event of postponement of the National Convention or The Leadership Conference, chapter funds designated for that purpose are to accumulate toward use in sending more representatives to future conventions.

Section 3. *Financial Obligations.* The Financial Vice President is responsible for the payment of all financial obligations of the chapter to the National Fraternity at least one month prior to the opening of the National Convention or The Leadership Conference.

Article XIV – Alumnae

Section 1. *Qualifications.* A sister must fulfill one of these requirements in order to become an Alumna of the Theta Iota Chapter: 1. has graduated from the university, or 2. has been in school for four academic years. The sister must be in good standing with the chapter prior to requesting Alumna status.

Article XV- Terms of Probation

Section 1. *Academic Probation.* Follows the terms of National Bylaws. Any member who fails to meet a 2.5 cumulative university grade point average is on Academic Probation. **Terms of Probation are as follows:** For the semester of probation, the member will not be allowed to attend any social events, which include but are not limited to socials, formal and semi-formal, with the exception of sisterhood events. Members may attend Greek Week but not participate in the events. Social functions do not include meetings, ritual, philanthropy/service, and recruitment events that members are required to attend. Members may attend intramural sports, but not participate. Members on probation will not be permitted to take a little sister. If the member has an office, she must relinquish it when placed on academic probation. The member loses all voting privileges and must relinquish her Quill for the term of probation. Terms of probation may be modified at any time by the Executive Committee, Chapter Advisor, or National Designee. An Academic Probation contract must be signed by the member and submitted to the Executive Committee.

Clause 1. Follows National By-Laws (Article IV, Clause 1, Section A).

Clause 2. **Study Hours.** Members on Academic Probation must fulfill required study hours under the guidance of the Academic Achievement Chair. Failure to complete the required study hours will result in penalties. Members will have a predetermined amount of study hours per month. The first violation of missing study hours will result in a warning. A second violation may result in disciplinary action. Members may also have the opportunity to reach study hours through the use to “A” exam grades, up to the discretion of the Executive Committee.

Clause 3. **Responsible Xis.** A “Responsible Xi” is a term for responsible sisters at an *Alpha Xi Delta* affiliated event who will not be consuming alcohol and have the opportunity to serve the chapter as a chapter delegate for that evening/duration of the event. Responsible Xi’s have the important role of helping to monitor chapter social events in order to provide a safe social environment. They are charged with following the *Alpha Xi Delta* Risk Management Policy, as well as the policies of other chapter(s) that are co-hosting the event. This is open to women who are interested and able in serving in this role as well. Women on other probation (financial, merit and conduct) are not considered for this role. This initiative is intended to help inform chapter members of expectations and responsibilities of a Responsible Xi. Any member

who is acting as a Responsible Xi during an Alpha Xi Delta event may not take a date with her to the function. Must follow all CARE Manual policies pertaining to local and state laws.

Section 2. *Merit Probation.* Any member who does not earn 75% of the merit points for a semester will be put on Merit Probation for the following month. **Terms of Probation are as follows:** If the member has any office, she must relinquish it at once. For the term of probation, the member will be required to earn 80% of the merit points for the semester. The member will not be allowed to attend the formal/semi-formal event of that probation term. Members may attend intramural sports, but not participate. Members on probation will not be permitted to take a little sister. The member loses all voting privileges and must relinquish her quill for the term of probation. Terms of probation may be modified at any time by the Executive Committee, Chapter Advisor, or National Designee. A Merit Probation contract must be signed by the member and submitted to the Executive Committee.

Clause 1. If the member has not received 80% of the merit points for the semester by the end of the term of probation, and has not been excused by special consideration of the Executive Committee, the member will be issued a request for Quill resignation and membership in Alpha Xi Delta will be terminated. If the member has received 80% of the merit points, they will return to good standing. Any member who is on Merit Probation for more than two months, will be suspended from the chapter at the discretion of the Executive Committee.

Section 3. *Financial Probation.* If chapter dues are not paid by the due date or within the grace period, a member with an outstanding bill will automatically be placed on Financial Probation. **Terms of Probation are as follows:** A member loses her right to vote, wear her quill, hold office, purchase Alpha Xi Delta apparel, and attend functions that require fees. Social functions do not include meetings, ritual, philanthropy/service events that members are required to attend. Social functions include mixers, intramural sports, or any type of event that involves socializing with others. Members may attend intramural sports, but not participate. Members on probation will not be permitted to take a little sister. Once the member's dues are paid she will return to good standing within the chapter. However, if a position was relinquished during probation, the position is not guaranteed to be reinstated to the member. Terms of probation may be modified at any time by the Executive Committee, Chapter Advisor, or National Designee. A Financial Probation contract must be signed by the member and submitted to the Executive Committee.

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Section 4. *Conduct Probation.* Members who behave in an inappropriate manner which questions the value of the fraternity will be placed on Conduct Probation. **Terms of Probation are as follows:** Conduct Probation will last four (4) academic weeks. If the member has any office, she will relinquish it at once. The member will relinquish her Quill and lose all voting privileges. For the term of probation, the member will not be allowed to attend any social events, which include but are not limited to: socials, intramural sports, formal/semi-formal etc. Social functions do not include meetings, ritual, sisterhood events, philanthropy/service events, and recruitment events that members are required to attend. Members may attend intramural sports and Greek Week, but not participate. Members on probation will not be permitted to take a little

sister. Terms of probation may be modified at any time by the Executive Committee, Chapter Advisor, or National Designee. An Conduct Probation contract must be signed by the member and submitted to the Executive Committee.

Clause 1. Once the four (4) weeks are completed, and once the probation terms are fulfilled, and no other issue has occurred, the member will be returned to good standing with the chapter.

Section 5. *Publicizing Probation.* Any and all matters referring to and coinciding with Alpha Xi Delta's terms of probation are not to be publicized in the presence of any nonmembers of Alpha Xi Delta. This includes, but is not limited to, internet posts and other means of electronic communications as well as any form of public discourse. If this action occurs by any members it will result in membership suspension.

Article XVI – Code of Conduct

Section 1. *Purpose.* The purpose of Alpha Xi Delta shall be a “sincere development of character, high standards of scholarship, wholehearted interest in college affairs, proper behavior in the group, so that health, peace and harmony may prevail, a wholesome social life above reproach of criticism.” The purpose of this code shall be to implement these ideals within the chapter. Members should observe them closely. A collegiate member of Alpha Xi Delta shall maintain her personal standards in such a manner that her actions will be a credit to herself, her family, her college, her community, her chapter, and her fraternity. Adherence to these standards and ideals are conditions of membership in Alpha Xi Delta. If any member cannot honor her commitment and vows, the fraternity welcomes her voluntary termination of membership. The following is the Theta Iota Chapter Code of Conduct, which represents the standards and policies of the chapter. It is the responsibility of each member to uphold these standards at all times.

1. Standards

1. Personal Integrity

It is the responsibility of each member to pursue the full development of potential for herself in each area of her campus, chapter and personal life, ever striving for the highest level of self-respect and self-esteem with every action and attitude. The following guidelines have been set to help each member reach her optimum level of personal integrity. While we strive for independence, we also have a large responsibility toward the functioning of the chapter as a group. Independence does not mean selfish shutting out of all authority, as we all must live by rules. We must learn to live as a group, which means a lot of giving and taking.

1. Manner and Social Graces

1. Every member of this chapter should show good manners and social graces at all functions. She should always show objectivity,

self-confidence, integrity, understanding, adaptability, patience, and respect for herself and others.

2. Discretion in intimate relationships is expected with each member aware of the consequences involved in her actions. These relationships should be considered personal and private. Each member's actions reflect on the chapter as a whole at all times. Members should also respect each other and keep public displays of affection to a minimum.
3. There will be NO gossiping or backstabbing within the chapter, especially while in the company of non Alpha Xi Delta members. We are all sisters and should treat each other as such. Downgrading the fraternity or its members in the presence of nonmembers is prohibited and is subject to disciplinary actions by the Executive Committee.
4. All negative attitudes should be left at home. Remember your actions speak louder than words. Your spirits may not always be at their optimal level, however, that does not give you the right to criticize someone else's hard work and ruin it for another.

1. Religious Activities

Expression of religious beliefs is a right of all members and should be respected by every member.

1. Mental and Physical Health

Every member should maintain herself at an optimal level of physical and mental health in order to be able to fulfill her duties as a member of this Fraternity.

1. Chapter Standards

1. Alcoholic beverages and illegal substances

1. State and local laws, Alpha Xi Delta National Policies, FIGP, CARE Manual, and Florida Atlantic University regulations shall determine the use of alcoholic beverages.
2. Illegal drugs are simply that- ILLEGAL. Members are expected to observe national, state and local laws, and are subject to the Alpha Xi Delta National Constitution and Bylaws, and Policies and Procedures.
3. Alcoholic beverages shall not be a part of any organized recruitment function.
4. Excessive drinking (intoxication causing disruptive behavior) at social functions or at any campus fraternity event shall result in the following actions:
 1. Member will be warned about unacceptable behavior.
 2. Member will be told to leave and will be provided with a safe way home.

3. May result in disciplinary actions by the Executive Committee, Chapter Advisor, or National Designee.
4. Absolutely no one underage will be permitted to consume alcohol at any Alpha Xi Delta event.

1. Hazing

1. Hazing is defined as any activity, which subtly or fragrantly demeans, embarrasses, threatens, frightens, invites ridicule of, or draws inappropriate attention to a member, and has an attitude, which implies one member is superior to another, or that initiation must be earned through personal services or meaningless activities for the initiated members.
2. Alpha Xi Delta members are expected to comply with all college, state, local and FIPG anti-hazing rules or laws.
3. **Alpha Xi Delta shall be in full compliance with all Federal and State nondiscrimination and equal opportunity laws, orders and regulations. Alpha Xi Delta shall not discriminate against a Student Officer, member or prospective member on any basis identified in FAU Regulation 5.010, except if specifically exempted by law. Alpha Xi Delta shall be open to all currently enrolled FAU Students, except if specifically exempted by law.**
4. **Alpha Xi Delta will abide by all Federal, State and Local Laws and FAU Regulations and policies, including but not limited to the Student Code of Conduct, Code of Academic Integrity, Regulation 4.006, Alcohol and Drug Policy, and all requirements as outlined in the Student Organization Manual.**
5. **Alpha Xi Delta agrees to abide by the Florida Anti-Hazing Law in the Student Code of Conduct and the Student Organization Manual.**

1. Smoking

1. Smoking is not permitted at any Alpha Xi Delta function.
2. Smoking is not permitted while wearing the badge or letter of Alpha Xi Delta.

1. Member Responsibilities

1. Attendance

1. Alpha Xi Delta is a social fraternity and therefore its members are expected to be active and willing participants in all chapter activities.
2. Attendance at chapter meetings, chapter ceremonies, Philanthropy/service events and recruitment functions are mandatory and should hold precedence over all other chapter functions.

3. All information discussed at chapter meetings is confidential to the members of Alpha Xi Delta. Rituals performed are also secret, and are not to be discussed or performed outside of the chapter.
 4. Encouragement for participation is provided through the chapter Merit System. Points will be awarded at all events. Attendance for chapter functions shall meet the requirements stated in the Bylaws and determined by the Merit System.
2. **Relationship to Sisters**
 1. Alpha Xi Delta is an organization based on sisterhood; therefore all members are expected to look out for the well being of one another. Treat others the way you would want to be treated.
 3. **Relationship to New Members**
 1. Alpha Xi Delta is deeply committed to the theory that the period of New Member education is the most important influence in determining the development of responsible, committed, members for the future. The purpose of New Member education is to instruct New Members that they will be involved with Alpha Xi Delta forever. A New Member is a sister in every way except that she has not learned the secrets of the fraternity nor taken the vows. She may wear the letters but not the crest of Alpha Xi Delta.
 4. **Relationship to Alumnae**
 1. Alumnae are the cornerstones of our foundation, without them we cannot exist. Their experience and ideas are invaluable resources that should not be overlooked. All alumnae shall be treated with full respect. Appreciation shall be shown to alumnae who have contributed their time and resources to further development of the fraternity. It is polite to introduce yourself and make alumnae feel welcome. However, alumnae do not have a voice or a vote during formal business at chapter meetings. They may only speak with permission from the President.
 5. **Relationship to Fraternity Headquarters**
 1. The national fraternity is the foundation that holds the fraternity together. The national fraternity offers assistance, support, and guidance to all Alpha Xi Delta chapters. National officers and Fraternity Headquarters representatives are deserving of recognition, respect and appreciation for their special positions.
 6. **Chapter Meetings**
 1. Members will be considerate to the individual who is speaking at chapter meetings and New Member meetings.
 2. No member should seek permission to speak unless she has a comment directly relevant to the subject under discussion.
 3. No member shall speak without permission from the Executive Committee.

4. If a member's attention is called three times, the member is automatically dismissed from the meeting and will not be allowed to reenter. In order for meetings to be orderly and efficient, no member shall speak out of order.
 5. When outside guests attend a meeting or function, members give their guests undivided attention and extend to them all courtesies.
 6. All members must be appropriately dressed to enter chapter and New Member meetings. Members can be refused entrance to meetings or ritual if improperly dressed. To avoid dismissal, any member who must dress informally when Quill attire is required should give prior notice to the Marshal and President. Formal meetings are included as well, and members are to dress in Quill attire.
 7. Cellular phones must not be heard during a meeting.
 8. A member must receive permission before exiting a meeting from the Marshal; otherwise she will not be permitted to reenter.
 9. The door to all meetings and ceremonies will be locked 15 minutes beyond the start time of any event, and no one will be allowed to enter without permission from the Recording Secretary.
 10. Excused or unexcused absences from chapter meetings should not exceed two per semester. If a member misses more than three meetings per semester, she will automatically be placed on suspension in accordance with the National Constitution and Bylaws.
 11. A maximum of three instances of tardiness will be allowed per activity before an unexcused absence will be given for that activity.
- 7. Reimbursement from Chapter Funds**
1. If you are an officer with a budget you must not spend over the amount budgeted for your council.
 2. All receipts must be turned into the Financial Vice President 10 days following the event or reimbursement will not be given.
 3. If a member spends over the amount budgeted there will be no reimbursement for the extra amount spent.

1. Dress and Appearance

1. Dress and appearance is a matter of personal preference. However, the key is that a member should always dress and present herself in a manner that is becoming to her as well as her fellow sisters.
2. No altering of any Alpha Xi Delta apparel including but not limited to cutting, or other means that alter the garment from its traditional form are permitted as an active member.
3. Quill Etiquette

1. The Quill or New Member Pin will be worn above the heart with the tip of the quill at a slight angle.
 2. Nothing is to be worn above the Quill or New Member Pin (Ribbons, Fraternity pins, Corsages, name tags, etc.).
 3. The Quill or New Member Pin should not be worn in situations that are objectionable reflections on members or the chapter.
 4. The Quill should be worn with respect and pride. Since the Quill signifies membership to Alpha Xi Delta, it is essential to protect it in every way.
 5. The Quill should not be worn on outer garments such as jackets or coats, or on costumes.
 6. Should it become necessary to terminate membership, the Quill must be returned to fraternity headquarters.
4. Quill clothes, not including White Quill attire, are defined as dresses, skirts, and dress pants consistent with business or business-casual attire. Quill clothing is not casual t-shirts, sweatshirts, jeans, shorts, nightwear, tennis shoes, and/or sneakers. Any questionable attire will be subject to approval by the Executive Committee. To respect our Quill and all that it stands for, it is expected to look highly professional as an individual as well as an entire group when wearing the Quill.
 5. Quill clothing shall be worn at designated functions. Members will be informed well ahead of time.
 6. Smoking and drinking are prohibited when wearing the Quill, New Member Pin or letters.

1. Chapter Business Made Public

1. Any and all negative remarks about Alpha Xi Delta fraternity and its members and affiliates is not permitted. This includes but is not limited to discussion of probation, disagreements, chapter matters, or other private chapter business through internet posts, verbal, written, or electronic communication.

1. Collegiate Life Responsibilities

1. Conduct

Individual members represent not only themselves to the public, but also the local chapter and national fraternity. It is the course of human nature to generalize the individual with the whole group. This is why it is most important to act favorably on behalf of the fraternity. If the Executive Committee and the chapter consider certain conduct to be unnecessarily detrimental to the reputation of the chapter, the member will be under the discretion of the Executive Committee. The chapter supports and adheres to both the chapter and national bylaws and the Alpha Xi Delta Fraternity Policies and Procedures. It is the personal responsibility of each member of

Alpha Xi Delta to dress and conduct herself in a manner appropriate to whatever situation she may find herself in. In addition the following shall also be observed.

1. Excessive public profanity will not be tolerated. Every member shall maintain her composure in any confrontational situation.
2. Each member is free to develop her individual attitudes and values concerning sexual as well as nonsexual relationships. However, the individual member should be aware of possible consequences and act accordingly to protect herself, her image and the chapter image.
3. Members should not engage in public stunts and buffoonery, morally degrading or humiliating games and activities, which are not consistent with fraternal ritual or policy or the regulations or policies of Florida Atlantic University.

1. Scholarship

1. In accordance with university policies, each member shall maintain standards of honesty. Each member is also expected to maintain the highest standards of scholarship in which she is capable.
2. Initiated members and New Members not maintaining at least a 2.5 GPA shall be put on academic probation. Academic probation for active and New Members is imposed automatically without chapter vote for failure to maintain the required GPA.

1. Participation in Fraternity and Campus Activities

It is the responsibility of each member to be involved as much as possible with the chapter and university. Members are expected to participate in all activities of the chapter and to take active interest in all Greek and other campus affairs. Each member is strongly encouraged to belong to at least one other organization in addition to Alpha Xi Delta. Members should also participate in events and organizations that promote Greek unity and a positive Greek image on campus or in the community.

V. The Executive Committee reserves the right to call forward and question any member they feel is in violation of the Alpha Xi Delta Code of Conduct in any manner they deem necessary, within the limits of national and chapter bylaws. The Code of Conduct is to be reviewed and or revised by the Executive Committee every year and approved by a quorum of the chapter present and eligible to vote.

NATIONAL BYLAWS

<http://www.alphaxidelta.org/index.php?src=documents&srctype=download&id=1370>

C.A.R.E. MANUAL

<https://www.fandm.edu/uploads/files/205116751603897294-axdcare-manual.pdf>