

# **Bylaws of the Alpha Pi Chapter of Phi Mu Fraternity at the University of Houston**

## **Article I – Name**

The name of this collegiate chapter of Phi Mu Fraternity shall be Alpha Pi Chapter at The University of Houston Main Campus.

## **Article II – Purpose**

The purpose of the Alpha Pi Chapter of Phi Mu Fraternity shall be to encourage and promote the purpose and ideals of Phi Mu Fraternity to this campus and to function by the rules in the Fraternity's Constitution and Bylaws and Standing Rules and Procedures.

## **Article III – Officers, Duties, and Elections**

**As a Registered Student Organization at the University of Houston we adhere to the University of Houston's Non-Discrimination Policy. The University of Houston is an Affirmative Action/Equal Opportunity institution. The university provides equal treatment and opportunity to all persons without regard to race, color, religion, national origin, sex, age, genetic information, disability, or veteran status except where such distinction is required by law. Additionally, the System prohibits discrimination on the basis of sexual orientation, gender identity or gender expression.**

### 1. Elected Officers

#### a. The elected officers shall be:

1. President
2. Vice President
3. Provisional Member Director
4. Membership Director
5. Secretary
6. Treasurer
7. Honor Chair
  - a. Honor Committee Members
8. DHRP/Social Chair

- 9. Panhellenic Delegate
- 10. Philanthropy Chair
- 11. Academic Excellence Chair

b. Duties of the elected officers shall be in accordance with the Phi Mu Fraternity's National Constitution and Bylaws and Standing Rules and Procedures

c. The elected officers shall form the Executive Committee.

d. Additional elected offices may be added at the discretion of the chapter and approval from the Area Operations and Finance Director.

## 2. Carnation Cabinet

a. The Carnation Cabinet shall be composed of the :

- i. Alumnae Relations/Parents' Chair
- ii. Continuous Open Bidding Chair
- iii. Diversity and Inclusion Chair
- iv. Frontier Fiesta/Homecoming Chair(s)
- v. Property Chair
- vi. Public Relations Chair
- vii. Reference Chair
- viii. Ritual/Doorkeeper/Parliamentarian
- ix. Sisterhood Development Chair(s)
- x. Senior Experience Chair
- xi. External Social Chair
- xii. Banner Chair(s)

b. The duties of the appointed officers shall be as outlined in the Phi Mu Fraternity's National Constitution and Bylaws and Standing Rules and Procedures. The positions not outlined in the Phi Mu Fraternity's National Constitution and Bylaws and Standing Rules and Procedures shall be formally transitioned by the Vice President of Committees.

- c. Additional appointed officers may be selected at the discretion of the chapter by amending these bylaws.

#### 4. Election of Officers

- a) The election of officers shall be in accordance with the Phi Mu Fraternity's National Constitution and Bylaws and Standing Rules and Procedures.
- b) Chapter officers shall be elected at the last business meeting of the calendar year. No officer may serve more than two (2) consecutive terms in the same office. Officers shall be elected for a term of one (1) calendar year or until their successor is elected. Any member wishing to be considered for an elected office must present a letter or fill out an interest form specifying her qualifications and goals for that office to the Nominating Committee Chairman to be considered for slating.
- c) At least one month before the election date, a Nominating Committee shall be appointed by the Executive Committee.
  - I. The Nominating Committee shall consist of the following:
    - 1. Chapter Adviser
    - 2. Two (2) Seniors
    - 3. Two (2) Juniors
    - 4. Two (2) Sophomores
    - 5. One (1) member of the Executive Committee
  - II. All members of the Nominating Committee must be collegiate members in good standing.
- d) The Nominating Committee shall present the chapter its slate at least one week prior to the election date.
- e) Nominations may be made from the floor, with the consent of the nominees, at the time of election. All nominees, whether slated or nominated from the floor must meet the GPA requirement of 2.85 for all offices except the Honor Committee, which must meet the GPA requirement of 2.75. Any member nominated from the floor who does not meet the minimum GPA requirement must decline the nomination.
- f) Eligibility for Office

- i. To be eligible for elective office, a collegiate member must be financially current, must have been an initiated member for at least two full semesters, and meet the GPA requirement of 2.85 for all offices, except the Honor Committee members who must meet the GPA requirement of 2.75. To be eligible for President, the member must have served on Alpha Pi's Executive Committee for one full year prior to being nominated. Any exception requires the approval of the Chapter Adviser.
- ii. Only members who are financially current and meet the GPA requirement of 2.85 for all offices, except the Honor Committee members who must meet the GPA requirement of 2.75, may continue in office. Any exception requires approval of the Chapter Adviser.
- iii. The candidates for President, Membership Director, and Provisional Member Director must agree to live in the Phi Mu Townhouse for their full term(s). Any exception requires approval of the Chapter Adviser.
- g) In order to have a voice and vote during elections, one must be in good standing.
- h) Any officer of a collegiate chapter may be removed from office for neglect of the duties of the office. The officer in question will be taken to Honor and if the neglect continues then a majority vote of the chapter and the approval of both the Chapter Advisory Council and the Area Officer will remove her from office. If a chapter member is on probation via the honor committee, then she is not eligible to be on the Executive Committee. Any Executive committee member who is on probation is required to have an exception from the Chapter Adviser.

## 5. Chapter Advisers

- a. A committee, as outlined in Article VIII, Section 4 of Phi Mu Fraternity's Standing Rules and Procedures, shall slate the chapter adviser. Final appointment is made by the National Council. Other advisers shall be selected by the Chapter Adviser.

## **Article IV – Standing Committees**

### 1. Standing Committees:

1. Academic Excellence
2. Alumnae Relations/Parents' Day
3. Chapter Development
4. Continuous Open Bidding
5. Diversity and Inclusion
6. Historian
7. Honor
8. Executive
9. Frontier Fiesta/Homecoming
10. House/Furniture/Maintenance
11. Membership
  1. Day Chairs (Sisterhood, Philanthropy & Preference Round)
  2. COB Chair
  3. Reference Chair
12. Nominating
13. Philanthropy
14. KROP
15. Public Relations
16. Reference Chair
17. Ritual/Doorkeeper/Parliamentarian
18. Sisterhood Development
19. DHRP/Social
20. External Social
21. Senior Experience
22. Banner Chair(s)

2. The Standing Committees shall function according to the duties listed in Phi Mu Fraternity's Standing Rules and Procedures.

### **Article V – Meetings**

1. The regular meeting of the Alpha Pi Chapter shall be at 7pm on Monday of each week when the University is in session with the exception of holidays, finals week, and summer. One meeting per month shall be reserved for Formal Business. The other meetings will be chapter development meetings planned by the Vice President of Chapter Development.
2. The President may call special meetings at any time, after 3 days' notice has been given to all members and the Chapter Adviser.
3. The Executive Committee shall meet prior to weekly chapter meetings, at a time specified at the beginning of each semester with the exception of holidays, finals week, and summer.
4. Committee Chairmen shall meet one Monday per month after Chapter Development or Formal Business Meetings, with the exception of holidays, finals week, and summer.
5. Two-thirds of all initiated members in good standing shall constitute a quorum for the conduct of business at all regular or special meetings.
6. All members are required to attend regular chapter meetings and Formal Business Meetings
7. Provisional Members shall meet with the Provisional Member Director once a week at a time specified at the beginning of each semester with the exception of holidays, finals week, and summer.
8. Summer Recruitment Workshop Meetings:
  - The summer recruitment workshops shall be conducted as designated by the Membership Director with at least two weeks prior notice to each one. • Each of these workshop meetings will be mandatory for each initiated member.
  - Any excuses must be submitted 48 hours prior to each workshop. Excused absences will be up to the discretion of the Executive Committee. If a member

has an unexcused absence for a summer workshop meeting, she will be subject to the fine as outlined in the Alpha Pi Code of Standards.

### **Article VI – Membership Selection & Initiation**

1. All members of this chapter shall be selected in accordance with the Phi Mu Fraternity's National Constitution and Bylaws and Standing Rules and Procedures.
2. Membership recruitment shall be conducted in accordance with the Panhellenic rules of The University of Houston, local chapter rules, and Phi Mu Fraternity's National Constitution and Bylaws and Standing Rules and Procedures.
3. Legacies shall be selected in accordance with Phi Mu Fraternity's Standing Rules and Procedures.
4. Only initiated members in good standing shall have voice and vote in membership selection sessions.
5. Initiation:
  - i. Initiation of provisional members shall be in compliance with the Phi Mu Fraternity National Constitution and Bylaws and Standing Rules and Procedures.
  - ii. To be initiated, a provisional member must be present, current on all financial obligations, and in good standing with the chapter.

### **Article VII – Dues, Special Fees and Fines**

1. Dues: The dues of Alpha Pi Chapter for all initiated and provisional members shall not exceed \$125 per month at the discretion of the approved budget via the chapter Treasurer and Area Operations/Finance Director. Dues will be billed on the first of the month August through November and January through April and spring semester months of January through April. Payment is due by the 10th of each month. If payment is not received by the 11th day, then the member shall be referred to the Honor Committee.
2. Parlor Fees: The parlor fees of Alpha Pi chapter for all initiated and provisional members shall be \$45 a semester. Parlor fees will be billed on August 1 and January 1. Payment is due by the

10th of those months. If payment is not received by the 11th of each month, then the member shall be referred to the Honor Committee.

3. Social Fees: Each member attending any social event shall pay a fee of no more than \$10 per attendee. The fee will differ for each social event and will be to the discretion of the Executive Committee.

4. Special Provisional Member Fees:

1. Initiation Fee - as set by the National Council of Phi Mu Fraternity.
2. Provisional Member Fee - as set by the National Council of Phi Mu Fraternity.
3. Badge Fee – to be ordered by the provisional member at least three (3) weeks prior to initiation.
4. Housing and Decorating Fee - \$150 due the semester of initiation.

5. Annual Fees:

- a. National Obligation Fee – as set by the National Council of Phi Mu Fraternity is due by October 10th for all initiated, provisional, and ICMS members. Provisional members joining the chapter after October 1st shall pay this fee prior to their Formal Pledging Ceremony.
- b. Technology Fee – as set by the National Council of Phi Mu Fraternity is due January 10th for all initiated, provisional, and ICMS members.
- c. Founders’ Day Pennies – \$.01 x the number of years since founded due February 10th for all initiated, provisional, and ICMS members.

6. Fines are listed in the Alpha Pi Chapter Code of Standards.

7. Fulfillment of financial obligations:

1. All payments are due on the 1st of the month and are delinquent on the 11th of the month. Loss of social privileges becomes automatic on the 11th.
2. A member who is delinquent for financial reasons will be referred to the Honor Committee
3. Good standing shall be restored upon payment in full.

4. All members that leave the chapter with a balance will be turned over to HQ for collection.

### **Article VIII – Chapter Obligations**

#### 1. Academic

1. Initiated and provisional members shall have and maintain a University of Houston Main Campus fall and/or spring minimum semester GPA of 2.75. Mini semesters and summer school do not count as semesters.
2. Any member who wishes to run for or remain on the Executive Committee shall have and maintain a minimum semester GPA of 2.85. Any exception requires approval from the Chapter Adviser.
3. Initiated and provisional members who do not have or maintain a minimum GPA of 2.75 for the University of Houston Main Campus fall and/or spring semester shall be referred to the Honor Committee.
4. Any member who wishes to apply for ICMS status, must meet the minimum GPA requirement of a 2.75.

#### 2. Standards of Conduct

- a. The standards of conduct for this chapter are listed in the Alpha Pi Chapter Code of Standards document.

#### 3. Attendance

1. Each initiated and provisional member is required to attend one Panhellenic meeting per semester, or to the discretion of the Executive Committee.
2. Each initiated member is required to attend one Cleaning Party per semester, or up to the discretion of the Executive Committee.
3. Each initiated and provisional member is required to attend Panhellenic workshops, or to the discretion of the Executive Committee.
4. Each initiated and provisional member is required to attend one DEI Workshop per semester, or to the discretion of the Executive Committee.

5. Each initiated and provisional member is required to attend one DHRP Meeting per semester, or to the discretion of the Executive Committee.
6. Each initiated and provisional member is required to attend one Study Party per semester, or to the discretion of the Executive Committee.
7. Each initiated member is required to attend all chapter events outlined on the calendar at the beginning of each semester. These include but are not limited to all chapter meetings, ritual services, retreats, and all recruitment related events. Any concerns should be addressed to the Secretary.
8. Each provisional member is required to attend all chapter events outlined on the calendar at the beginning of each semester. These include but are not limited to all provisional member meetings, open ritual services, retreats, and all recruitment related events. Any concerns should be addressed to the Secretary.
9. Each initiated and provisional member is required to attend all chapter hosted philanthropy events, or to the discretion of the Executive Committee.
10. Each initiated and provisional member is required to participate in other organization philanthropy events when voted on by the chapter as deemed fit by the Philanthropy chairman and the Executive Committee
11. Each initiated member is required to be a Lion Pal at least once each semester provided space is available.
12. If a member cannot attend an event for which she volunteers to attend (excluding social events), she must find another member to attend in her place. Failure to do so will result in a fine as outlined in the Code of Standards.
13. All excuses are due 48 hours in advance of any chapter event unless otherwise noted. All excuses must be submitted to the chapter Secretary via form on Flare. Failure to submit an excuse will result in a fine as outlined in the Code of Standards. Each chapter member is permitted two mental health days per semester to be used as an excused absence from chapter meetings.

#### 4. Chapter Quarters

- A. For purposes of this “Residents” article, “Chapter Quarters” refers to any space that is primarily used for housing Phi Mu members, whether the space is owned by the Phi Mu Fraternity House Corporation, a local chapter House Corporation or owned

by the College/University. This would include all entities such as a house, a townhouse, an apartment, a dorm or partial dorm space (i.e., residence floor or hall).

#### 1. Filling the Chapter Quarters

- A. It is the responsibility of every chapter member to live in the chapter quarters for a minimum of two (2) semesters or three (3) quarters (space permitting) per the *Constitution & Bylaws, Article VIII, Section 5. C*.
- B. Members are expected to refrain from entering into non-Phi Mu lease agreements until the chapter quarters reach required occupancy per the *Standing Rules & Procedures, Article VIII, Section 5.C*.
- C. The Alpha Pi Chapter of Phi Mu fills our chapter quarters in the following manner:
  - 1. Initiated members who express interest to the chapter house manager in a first come first serve manner whilst also adhering to the order of chapter room assignments.
  - 2. The Executive Committee members (in order of ranking) will move into the house to fill any vacancies. Any exceptions must be requested in writing and requires the written approval of the National Housing Officer.
  - 3. A lottery will be held among all initiated members who have not lived in the chapter quarters for the minimum required length of time to determine who will fill the remaining open spots.
  - 4. In the event that the chapter quarters are not filled to capacity through the above methods, an additional lottery will be held among the remaining initiated members, including those who have already lived in the chapter quarters for the minimum required length of time. The lottery will continue until the chapter quarters are filled to capacity.

#### 2. Unfilled Spaces in the Chapter Quarters

- A. The Alpha Pi Chapter of Phi Mu will fill our chapter quarters to full occupancy each academic year.

- B. The Alpha Pi Chapter of Phi Mu will adhere to any agreement signed with our House Corporation or College/University regarding any open spots that occur during the academic year.
  - 1. In the event there is no signed agreement in place, the chapter is responsible to fill our chapter quarters to full occupancy expectations.
  - 2. In the event that the chapter quarters are not filled to full occupancy or a previously filled bed becomes vacant and cannot be filled, the Alpha Pi Chapter of Phi Mu will adhere to any signed agreement with its House Corporation or College/University to determine if there is a financial penalty for the unfilled space. In the event there is no signed agreement in place, the chapter is responsible to pay any financial penalty incurred by not meeting chapter quarters full occupancy expectations.
- C. In the event that there is a financial penalty, it will be distributed in the following manner:
  - 1. Divided evenly among all initiated members who are not living in the chapter quarters that academic year, regardless of reason.

### 3. Requesting an Accommodation for Chapter Quarters

- A. The Alpha Pi Chapter of Phi Mu abides by Article VIII, Section 5. C. of the *Standing Rules & Procedures* regarding all accommodation requests. For members wishing to submit for an accommodation, they will follow the process below:
  - 1. Non-Medical: All requests of a non-medical nature must be submitted first to the Chapter President using the “Non-Medical Request for a Chapter Quarters Accommodation” form, found on Phi Mu’s Resource Hub, by August 1st.
    - a. The “Non-Medical Request for a Chapter Quarters Accommodation” form must include the written decision of both the Chapter President and Chapter Adviser before being forwarded to the Area Housing Specialist for consideration.

The chapter reserves the right to reasonably accommodate any request.

2. Medical: All requests of a medical nature must be sent directly to the Accommodation Committee at Phi Mu Headquarters. Reach out to Sheila Mendoza, Director of Housing at ([smendoza@phimu.org](mailto:smendoza@phimu.org)) for forms and instructions.
3. For members who are studying abroad, formal acceptance into a study abroad program should be attached to any request.
4. For members who have off-campus requirements and who will be seeking ICMS status, it is recommended that they first apply for and receive approval for ICMS, before submitting any request.
5. All decisions of the National Headquarters are final. If a member's request is not granted and the member refuses to live in the chapter quarters, she will be subject to Article IX of the *Standing Rules & Procedures*.

#### 4. Housing Agreements

- A. For all members living in the chapter quarters, signed Housing Agreements are due by September 1st each year.
  1. If a deposit is required, the deposit is due at the same time as the signed Housing Agreement or at the first available billing cycle.
- B. All chapter members living in the chapter quarters must sign a Housing Agreement, committing the member to live in the chapter quarters for the upcoming academic year.
- C. Housing Agreements are legally binding documents.
- D. Any member who wishes to be released from her Housing Agreement will owe the full balance of her Housing Agreement for the entire academic year.
  1. Any exceptions will be at the discretion of the House Corporation and/or National Headquarters.

#### 5. Room Assignments

- A. Alpha Chapter of Phi Mu's Property Chairwoman will assign each resident to a room in the chapter quarters based on the following process/criteria:
- B. Alpha Pi Chapter of Phi Mu's House Chairman will assign each resident to a room in the chapter quarters based on the following process/criteria:
  - 1. Seniors who are elected officers and their roommate(s)
  - 2. House Chairman and her roommate(s)
  - 3. Juniors who are elected officers and their roommate(s)
  - 4. Sophomores who are elected officers and their roommate(s)
  - 5. All other seniors by Initiation date, then GPA and their roommate(s)
  - 6. All other juniors by Initiation date, then GPA and their roommate(s)
  - 7. All other sophomores by Initiation date, then GPA and their roommate(s)
  - 8. All things being equal, the priority shall be by class, Initiation date, GPA

6. Rules of the Chapter Quarters

A. The Alpha Pi Chapter of Phi Mu, in conjunction with the House Corporation/Furniture &

Maintenance Committee/Campus Facilities, will establish and communicate the rules of the chapter quarters at the beginning of each term.

B. Rules are to be read, defined, clarified and voted on annually, at an early opening meeting of the entire chapter each year.

C. The rules of the chapter quarters must comply with any House Corporation rules, city, state and federal laws as well as any College/University requirements.

D. All members and provisional members are expected to follow these policies in addition to those of the host institution. In regard to Phi Mu and College/University policy, the most stringent or restrictive rule shall always apply.

E. All disputes among members or any misconduct in the chapter quarters will be subject to Article IX of the Standing Rules & Procedures.

7. Guest Visitation Policy

- A. The Alpha Pi Chapter of Phi Mu abides by Article VIII, Section 6.D.5. and Article VIII, Section 8.2.e of the Standing Rules & Procedures.
- B. Chapter quarters are provided for members and supported by the Fraternity for member living and to provide spaces conducive to academics and learning.
- C. Overnight guests are discouraged.
- D. No visitation of an intimate nature, whether overnight or otherwise, shall be allowed in a chapter quarters.
- E. In chapter quarters, men are not allowed in private areas except for maintenance and repair. Men must be escorted to the private areas and announced that there is a man on the floor. Exceptions to this policy would be granted by the Chapter Adviser for traditional campus events such as Homecoming, Family Weekend, graduation and opening and closing of the chapter quarters.
- F. Each chapter with chapter quarters must outline in their Chapter Bylaws a chapter quarters Guest Visitation Policy to include:
  - i. Guests - common spaces
  - ii. Guests - resident room, resident bathrooms, resident hallways (private areas)
  - iii. Guests - overnight
- G. The Guest Visitation Policy will be upheld in the following manner:
  - i. Guest Visitation Policy shall be set by a two-thirds vote of members in good standing.
  - ii. Visitation hours and maximum length of stay:
    - a. Visitation hours are 10:00 a.m. - 10:00 p.m. Sunday - Thursday and 10:00 a.m. - 12:00 a.m. Friday and Saturday. Hours outside of these parameters, require approval of the House Director, House Corporation and Area Housing Specialist and must follow 8.G.ii.b, below.
    - b. In no case may the visitation hours exceed College/University policy or regulations or state and local laws.
    - c. Non-resident (out of house members) visitation is 7:00 a.m. - 11:00 p.m. everyday.
    - d. Non-member guests are not allowed visitation during chapter meetings held at the chapter quarters except for the purpose of

presenting during a chapter meeting.

e. Overnight, female guests, of a non-intimate nature, may stay in the host's bedroom for no longer than a 48-hour time period.

f. During certain times of the year, guests are restricted from staying overnight at the chapter quarters:

1. Recruitment

iii. Process, timeline for notification, approval and payment of charges for overnight guests:

a. Prior written approval for any overnight guest must be obtained from the Chapter Adviser, with notification to and registration with the House Director (or House Corporation President in the event there is no House Director) and the Property Chairwoman.

1. Notification must be made at least two days in advance of arrival.

2. The resident requesting an overnight guest must obtain the written approval of any roommate(s) at least two days in advance of arrival.

3. If an overnight guest is charged for her stay, the income must be reported as unrelated business income. (If applicable)

iv. How to identify and escort guests:

a. All guests must be escorted by a member at all times in the chapter quarters.

b. Members will utilize a group communication platform to announce the arrival and departure guests.

v. Education of members and guests on policy, privacy, security and standards of conduct:

a. Annual review of Chapter Rules and Policy.

b. Distribution of Chapter Rules and Policy to all members to coincide with the opening of the chapter quarters.

c. Distribution of Chapter Rules and Policy to all Phis during the first Phi meeting.

d. Chapter Rules and Policy shall be posted in the chapter quarters and all guests given the opportunity to read.

e. Host members are responsible to go over chapter rules and policy as well as safety and security measures.

vi. Accountability measures:

a. It is the responsibility of the host member for the conduct of guest(s), including financial responsibility for any damages.

b. Any member in violation of this policy, can be held accountable through the chapter's Honor Process.

c. Visitation by non-members and guests can be suspended if abused.

vii. Exception process

a. For chapters with a House Corporation

1. Any exception to these outlined procedures requires the prior written approval from the Property Chairwoman and House Director. If no House Director is in place, written approval shall be obtained from the House Corporation.

## 8. Closure of the Chapter Quarters

A. The chapter quarters shall be closed during the following periods:

1. Fall break

2. Thanksgiving Break

3. Winter break

4. Spring break

5. Summer break

6. Other closure periods may occur during inclement weather or as specified by the College/University academic calendar.

B. During a closure period, members are expected to vacate the chapter quarters by the date and time announced for the closure. If it is a break with exams, each member shall vacate the chapter quarters within 24 hours of their last exam or within 24 hours of a member's commencement. Members

are not permitted to return until the announced date and time the chapter quarters re-opens.

- C. Any member requiring access to the chapter quarters during a closure period should contact the House Corporation (if one is in place) in advance, for approval. This includes access for chapter activities, such as recruitment.

#### 9. Officers Required to Live in the Chapter Quarters

- A. The following officers are required to live in the chapter quarters, moving in as soon as practical after their election or appointment:

- 1. Property Chairwoman

- a. This position is required to live in the chapter quarters during the entire term of office.
- b. Alpha Pi Chapter of Phi Mu will appoint this position prior to room assignments. The appointment will be for the entire following academic semester.
- c. This position will be chosen from the members who have returned their signed Housing Agreements by the due date above.

- 2. President

- 3. Membership Director

- 4. Provisional Member Director

- B. Any Executive Committee officer who is not living in the chapter quarters is required to keep office hours at the chapter quarters, or a designated location, based on the following parameters:

- 1. A minimum of two hours each week per officer

#### 10. Fees Related to Housing

- A. Parlor Fee – This fee is charged to all current term non-residents either monthly or per semester.

- B. Housing & Decorating Fee – This fee is a one-time fee for all newly-initiated members.

- 1. This fee is set by the House Corporation (when one is in place) or the chapter in conjunction with the AOFD (when a House

Corporation is not in place) and the amount is communicated to the chapter prior to the start of each academic year and/or before fee structures are due.

2. Alpha Pi Chapter of Phi Mu will receive an invoice in March of each year from the National Headquarters for the total Housing & Decorating balance owed by the chapter for all members initiated during the previous calendar year.
3. Alpha Pi Chapter of Phi Mu will bill and collect this fee from each new member and remit the payment, in March of each year, to the Housing and Decorating National Custodial Fund.
4. Housing & Decorating Fees that are billed and collected throughout the year will be transferred to the chapter's savings account.

#### **Article IX – Delegates**

##### 1. National Convention

1. The delegate is the President. If necessary, an alternate delegate will be chosen by a vote of the chapter in accordance with Phi Mu Fraternity's National Constitution and Bylaws.
2. The chapter pays for her registration and travel expenses.
3. Other members are encouraged to attend at their own expense.

##### 2. National Leadership Conferences

1. The chapter pays for their registration and travel expenses.

#### **Article X – Awards**

##### 1. The following awards are to be voted on by the chapter and will be announced at the Rose Carnation Ball held annually each spring semester:

1. Phi Mu Lady – Presented to a senior initiated member who best exemplifies the ideals of Phi Mu.
2. The Founders Award – Presented to an initiated member who best exemplifies the true meaning of the Creed.

3. Outstanding Recruiter
4. Best Lion Pal- To be voted on by the current semester's provisional member class.
5. Most Spirited – Presented to an initiated member who has demonstrated the most enthusiasm on behalf of Phi Mu.
6. Pam Barrett Award – Presented to an initiated member who is considered to be outstanding in all areas.

7. Spirit of Phi Mu Award – Presented to an initiated member who best exemplifies the Ritual of Phi Mu.
  8. Outstanding Provisional Member– Presented to the provisional member who is considered outstanding in all areas.
  9. Funny Awards – As determined by the chapter.
2. The following award is determined by the Academic Excellence Officer and will be announced at the Rose Carnation Ball held annually each spring semester:
    1. Highest Scholastic Achievement – Presented to the member enrolled in the most hours and having the highest semester GPA.
  3. The following awards are to be voted on by the chapter and will be announced at the Winter Cocktail held annually each fall semester:
    1. Outstanding Provisional Member
    2. Funny Awards- As determined by the chapter.
  4. The following awards are to be voted on by the Executive Committee and/or Sisterhood Chair and presented at each weekly chapter meeting:
    1. Sister of the Week

### **Article XI – Traditions**

1. The following are the traditions of this chapter:
  1. Candle Passing – Any member who is lavaliered, pinned, engaged, married, or pregnant may have a candle passing.
  2. Rose Carnation Ball – Formal social held annually each spring semester.
  3. Winter Cocktail – Semi-formal social held annually each fall semester.
  4. Date Parties – Themed socials
  5. Scholastic Dinner – Catered dinner held each semester for initiated members who have a 3.0 or higher semester GPA.
  6. Mixers – Socials between the chapter and one fraternity or sorority. There will be at least three (3) mixers per semester, or up to the discretion of the Social Chair.
  7. Alumnae Relations – There will be one collegiate/alumnae activity planned per semester.

8. Parents' Association – There will be one collegiate/parent activity planned per semester.
9. Senior Acknowledgements - This will happen at a senior member's last formal/semi-formal
10. Philanthropy – There will be one philanthropic event to benefit Children's Miracle Network Hospitals (CMNH) each semester.
11. Bid Day Party- Catered dinner held each semester there is a provisional member class. Carnations and a Bid Day t-shirt will be presented to each provisional member.
12. Chapter Retreat – There will be one mandatory chapter retreat each semester.
13. Provisional Member Retreat–There will be a retreat for provisional members once each semester.
14. Big Sister Program
  - i. In the following order, the Provisional Member Director and President will consider the listed criteria when selecting Big Sisters:
    1. The initiated member must be in good financial and academic standing. Any exception requires the approval of the Chapter Adviser.
    2. Provisional member's preferences.
    3. Initiated member's preferences.
  - ii. The Provisional Member Director shall decide activities held during Inspiration Week (which is held one week prior to initiation) iii. Each Big Sister will be required to sign a big/little contract prior to taking a little, stating she will fulfill all the duties and responsibilities of a big and is required to abide by that contract.
    1. Each Big Sister shall give their Little Sister an Initiation Basket after the Little Sister is formally initiated into the chapter. Latest a year after the little is initiated.

## **Article XI – Parliamentary Procedure**

1. Robert’s Rules of Order, Newly Revised shall govern this chapter in all parliamentary procedures in which they are applicable and in which they are consistent with Phi Mu Fraternity’s National Constitution and Bylaws.

## **Article XII – Amendments to the Bylaws**

1. These bylaws may be amended by a two-thirds (2/3) vote of the members in good standing of this chapter at any regular meeting of the chapter, with notice of the proposed amendments at the previous regular meeting of the chapter.
2. These bylaws may be amended at any formal meeting of the chapter without previous notice by a unanimous vote of all members in good standing of the chapter present at the meeting.
3. These bylaws shall be reviewed at least once a year and updated as necessary.
4. **Anti-Hazing Clause**

- Students and Student Organizations are prohibited from initiating, participating in, or being witness to hazing activity. Hazing is antithetical to the University’s commitment to a positive educational environment. Participation in hazing activities is against the law. Violation of the University’s hazing policy, whether on or off-campus, may subject participants, including students and organizations, to arrest, prosecution and/or disciplinary action, including, but not limited to, suspension or expulsion of students and the revocation of an organization’s registration and/or recognition at the University. Consent to or acquiescence in hazing activity is not a defense. The University strictly prohibits participation in hazing activities by any party, regardless of the existence of consent. Hazing activities do not contribute to the positive development or welfare of students. The University of Houston recognizes the act of hazing as illegal, irresponsible, intolerable and inconsistent with the principles of higher education and basic human development. For more information on the University’s Hazing Policy please visit the Student Life Policies section of the University of Houston Student Handbook.

5. **Non-Discrimination Clause**

- The University of Houston provides equal treatment and opportunity to all persons without regard to race, color, sex (including gender and pregnancy), genetic information, religion, age (over 40), national origin, ethnicity, disability, military status, sexual orientation, gender identity or status, gender expression, or any other legally protected status except where such distinction is required by law. This statement reflects compliance with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972 and all other federal and state regulations.

EFFECTIVE DATE: March 24, 2025

## **Code of Stands of the Alpha Pi Chapter of Phi Mu Fraternity at the University of Houston**

LOVE, HONOR, TRUTH is the cornerstone on which our Fraternity was founded and the principles which guide our Sisterhood Development program today. Phi Mu is committed to maintaining a positive Sisterhood Development program, which is designed to bring about our chapter's overall wellbeing. A positive Sisterhood Development program will be accomplished through care and concern for each member's personal growth and the daily living of our Creed by every initiated, provisional, and alumnae member.

### **1. GOALS OF THE SISTERHOOD DEVELOPMENT PROGRAM**

- a. Serve as a support group and "listening center" for the chapter.
  - i. Always be available for reviewing specific situations as they arise.
  - ii. Conduct regular semester member conferences.
- b. Establish and keep the Code of Standards current for the chapter. Revise as necessary, make a written copy, have it approved by the Executive Committee, present it to the chapter for ratification by 2/3 votes, and distribute it to all members.
- c. Hold a chapter development each semester which pertains to the chapter's needs and interests.
- d. Sisterhood Development operates under the authority given to them by the National Constitution and Bylaws and Standing Rules and Procedures of Phi Mu Fraternity.

### **2. SISTERHOOD DEVELOPMENT COMMITTEE**

- a. Composed of the Sisterhood Development Chair (Or Chairmen), an appropriate number of non-executive collegiate members, and the Sisterhood Development adviser.
- b. All concerns should be brought before the committee and spoken about in a fair and impartial manner that is to be kept in complete confidence.
- c. All national and local bylaws shall be adhered to with special regard to all regulations of The University of Houston and laws of the State of Texas.

### **3. GENERAL POLICY STATEMENTS**

- a. Attendance policy:
  - i. All initiated members are expected to attend all chapter functions. This includes Chapter Meetings, Ritual Ceremonies, Social Events, Recruitment Events and Workshops, Chapter Hosted Philanthropy Events, or any other chapter function in the calendar, up to the discretion of the Executive Committee.

- ii. After three unexcused absences from any calendar event, including Chapter or Formal Business Meetings, a meeting with the Honor Committee will be scheduled.
  - iii. Excuses must be submitted to the secretary through the use of the excuse portal on Flare 48 hours before the start of the event.
  - iv. Emergency excuses for all events should be emailed to the Secretary no more than 24 hours after the event has taken place as well as an excuse sent on Flare. Excuses sent by text or phone call will not be accepted.
  - v. If advance written notice is not submitted, the absence is automatically unexcused. The Executive Committee may make exceptions.
- b. Fines
- i. For absences the fines are as follows:
    - a. \$10 for not completing the house chores. This applies to members living in the chapter house
    - b. \$50 for missing Formal Pinning Ceremony, Formal Business Meeting or Third Dimension
    - c. \$50 for missing any chapter-hosted Philanthropy event
    - d. \$100 for missing Continuous Open Bidding (COB) calendar events.
    - e. A point deduction equal to the original point value of the event for failing to attend one cleaning party each semester.
    - f. A point deduction equal to the original point value of the event for failing to attend one DEI Workshop each semester.
    - g. A point deduction equal to the original point value of the event for failing to attend one DHRP meeting each semester.
    - h. A point deduction equal to the original point value of the event for failing to attend one study party each semester.
    - i. \$50 for missing sisterhood retreat
    - j. \$100 for missing initiation ceremony
    - k. An additional \$50 will be assessed if member is a guard
    - l. \$50 per day for missing recruitment workshops.
    - m. \$100 per day for missing formal membership recruitment.

- n. A point deduction equal to the original point value of the event for missing chapter development meetings.
- o. \$15 for missing committee meetings with the VP
- p. \$25 for failing to contribute within their assigned committee. If a committee member is not present for a complete decorate / set-up or clean-up / take-down session they will be fined half of the amount of the event
- q. \$10 for failing to complete officer duties (i.e., failure to perform cardholder duties, complete/attend Exec/Carnation bi-weekly check-ins, inform the chapter of their event(s) at least two weeks in advance, etc.) Exceptions are up to the discretion of the Executive Committee.
- r. \$10 for missing Executive Committee meetings and deadlines given to the executive member.
- s. A point deduction equal to the original point value of the event for failing to attend any mandatory event not previously mentioned in addition to events that the chapter votes on
- t. \$25 fine for failing to attend ~~mixer~~ and/or date party that the individual signed up for, per person (i.e., signing up for date party with a date and failing to attend would result in a \$50)
- u. A point deduction equal to the original point value of the event for failing to attend a mixer that the individual signed up for.
- v. \$50 for failing to attend semi-formal and formal that the individual signed up for, per person (i.e., signing up for date party with a date and failing to attend would result in a \$100)
- w. A point deduction equal to the original point value of the event for failing to attend one sisterhood event each semester. EXCLUDING retreat
- x. A point deduction equal to the original point value of the event for failing to attend one HPC meeting or 2 sorority events or 1 sorority event and 1 HPC event, or as instructed by the Panhellenic Delegate.
- y. A point deduction equal to the original point value of the event for an individual failing to attend an event

they signed up for or finding another individual to replace them. EXCLUDING retreat, ritual events, philanthropy chapter hosted events, recruitment events, and mandatory CFSL and HPC events.

ii. Point system

- A. Cleaning Party: 2
- B. DEI Workshop/Event: 2
- C. DHRP Meeting/Event: 2
- D. Chapter Development Meetings and FBM: 2
- E. Mixers: 2
- F. Ritual: 4
- G. Sisterhood Retreat: 6
- H. Sisterhood Event: 5
- I. COB Event: 3
- J. COB Workshop: 3
- K. Bid Day: 4
- L. Frontier Fiesta: 3
- M. Greek Week Participation: 2
- N. Study Party: 2
- O. Study Hours: 2
- P. Bonnamu/Miracle Week Events: 5
- Q. Phi Hop/Cheesin For Children: 5
- R. Participation in other Philanthropy events: 3
- S. Alum Event: 3
- T. Parents Day Event: 2

iii. Fines for Tardiness

a. Mandatory Chapter Events:

- One to ten minutes late, fined for half the event
- 11+ minutes late, fined for the full event.

b. Recruitment (informal and formal) and Initiation/ Closed Ritual Events

- 1 to 10 minutes late -\$25 fine
- 11-30 minutes late -\$50 fine
- 30+ minutes fined for the whole day

iv. Fines for Dress Checks

a. \$10 fine for Chapter meetings

b. \$15 fine for mandatory events such as Philanthropy and Recruitment (per round of Recruitment)

Missing a deadline for a form will result in a fine to the officer in charge of that form in the following month's dues.

- \$10

Any Phi Mu function where the chapter's attendance is requested must be officially declared over by the President before anyone is allowed to leave. If any member is not present when the Secretary takes roll at the beginning and end of the event, that member will be fined the amount of the event and will not receive points unless otherwise excused.

Fine appeals will be accepted for all fineable events and will be due by the fifth day of the billing period, in writing, to the treasurer and the fining officer.

F. The Executive Committee will decide a point system at the beginning of each semester.

- i. Members must collect an appropriate number of points by at least one week prior to any social event. The secretary will determine the amount of points necessary to attend depending on the number of points possible.
- ii. The Secretary is responsible for collecting points.

#### G. Financial Policy

- I. Each member is required to fulfill her financial obligations to the chapter in a timely manner. Failure to do so will result in a meeting with the Honor Committee to resolve the problem.
- II. The Treasurer must approve all expenditures for the chapter before the purchase is made.
- III. Members must submit receipts for reimbursement within 48 hours of the purchase made by the chapter member.
- IV. Any expenditure made by a member without prior approval will become the responsibility of the member.
- V. The time limit for reimbursement is two weeks from the date of purchase.

#### I. Scholastic Policy:

- i. Each member shall strive to do her best academically for the betterment of herself and the chapter as a whole.
- ii. Initiated members must maintain a 2.75 University of Houston Main Campus semester GPA and be in good standing with The University of Houston in order to be in good academic standing with the chapter.
- iii. Any member of the Executive Committee must maintain a 2.85 University of Houston Main Campus semester GPA.

- iv. Each member must be in good academic standing to have a voice and vote.
- v. Each member must keep chapter scholastic standards in order to hold an office within the chapter or Panhellenic.
  - a. Initiated members and provisional members must be enrolled at The University of Houston.
  - b. She must be in good standing with both the chapter and the university by maintaining a 2.75 University of Houston

Main Campus semester GPA

#### J. Ethical Conduct Policy

- i. All members equally share the responsibility of upholding the traditions of good conduct both on and off campus. All University of Houston Main Campus regulations and all Phi Mu
- ii. All University of Houston Main Campus regulations and all Phi Mu policies and rulings shall be upheld and observed. All actions that might reflect unfavorably on the individual and/or chapter will be avoided. Members engaged in activities unbecoming or dangerous shall be called to the Honor Committee

#### K. Seniors

- i. Seniors are allowed to not attend mandatory events
  - 1. This is determined by the executive committee
  - 2. This excludes ritual events, recruitment events and/or workshops, chapter meetings, and chapter-hosted philanthropy events

### 4. POLICIES CONCERNING MEETINGS

#### A. Formal Business Meetings

- i. Held on the first Monday of each month unless otherwise specified by the Executive Committee.
- ii. Meetings will begin promptly at 7pm.
- iii. Dress Requirements: Appropriate Business attire
- iv. Violation of the dress code will result in the Parliamentarian dismissing the member from the meeting and the appropriate fine will be assessed.
- v. Ritual will be followed during formal business meetings.
- vi. Parliamentary procedure will be followed.

#### B. Chapter Development Meetings

- i. Held on the remaining Mondays.
- ii. Start promptly at 7pm.
- iii. Dress Requirements: Snappy casual (cute, casual “first date” type of outfit). A PowerPoint will be distributed at the beginning of each Vice President of Chapter Development’s term dictating what is acceptable to wear at Chapter Meeting.
- iv. Violation of the dress code will result in the Parliamentarian dismissing the member from the meeting and the appropriate fine will be assessed.
- v. The topics are chosen to best benefit the chapter members’ needs in order to reach their full potential.

C. Provisional Member Meetings

- i. Meeting time is determined by the Provisional Member Director.
- ii. Provisional members are highly encouraged to attend Chapter Development meetings. Dress code is still expected of them as the active members in the chapter.

5. POLICIES CONCERNING RITUAL SERVICES

A. All officers involved in any ritual service shall familiarize themselves with the portions of the ceremony and hold a rehearsal prior to the event. All members involved in these services must act in a respectful and reverent manner so as to enhance and make evident the deep and abiding feelings we hold for our Sisterhood.

B. Formal Pledging Ceremony

- i. All members are expected to attend at the designated time and place.
- ii. Initiated Members instead should wear white or light-colored pastel dresses or sundresses featuring the light pastel color pallet. Colors will be pink, yellow, green, peach and blue all in “light” or pastel shades. If dress is cleavage inducing or strapless, the wearer of said garment shall provide an appropriate cover to be worn at all times throughout the ritual event. Regarding shoes, initiated chapter members may wear white or skin toned shoes. Provisional Chapter Members will be required to dress in white or pastel. As provisional members may not own a white dress, the wearing of a white skirt that is the appropriate length (the hemline of which will be no more than 2 inches above the wearer’s knee) and a white blouse with

white shoes will be sufficient. Provisional Members will be expected to adhere to proper ritual dress at the time of initiation.

iii. Ritual will be followed.

### C. Initiation Service

- i. All members are required to attend and are expected to arrive at the designated time and place.
- ii. All Chapter members are to purchase a “proper” white dress that is in keeping with the reverence and respect that is expected of each member during a ritual ceremony.

#### iii. Attire

- a. Proper White Dress shall be defined as a garment that is “white” in color and does not include any non-white embellishments or accessories. Hemline of the dress shall fall no less than two inches above the knee of the person wearing the dress. The dress shall not be “cleavage” inducing, or strapless. If dress is cleavage inducing or strapless, the wearer of said garment shall provide an appropriate cover to be worn at all times throughout the ritual event.
- b. Appropriate Cover shall be defined as a cardigan that closes/buttons, a shrug that closes/buttons, or a wrap/shawl. All items must also be white in color. Chapter members will also be expected to wear appropriate underwear beneath their white dresses. Slips or spanx are acceptable.
- c. All Chapter members are to purchase “proper” white or skin toned shoes. The preference is for white pumps (closed or peep toe); however, white dress sandals are allowed. Sandals with wood, cork or straw heels are allowed. Shoes must be free of embellishments and summer sandals or beach/picnic wear sandals are not allowed.

iv. Ritual will be followed.

v. The alumnae involved shall be notified at least two weeks prior to the event so that they may prepare and dress appropriately.

### E. Founders’ Day Ceremony

- i. All members are expected to attend this special service which is held in March of every year.
- ii. Appropriate Dress: Suitable dress or slacks and appropriate shoes.
- iii. Optional services in the Ritual book to be followed.

F. Third Dimension Ceremony

- i. Eligibility: Any member wanting to enter into the alumnae phase of Phi Mu must be a graduating senior or getting married. The Area Operations/Finance Director may grant exceptions if a request is brought to the chapter President.
- ii. All members are expected to attend although only eligible members will actually participate in the ceremony.
- iii. Appropriate Dress: Chapter Development or Business Attire.
- iv. Ritual will be followed.
- v. The Chapter Adviser will be asked to conduct the service.

**6. POLICIES CONCERNING FORMAL RECRUITMENT**

- A. All members are required to attend recruitment workshops and formal recruitment activities. Only initiated members in good standing may participate in selection sessions. Enthusiasm and willingness to work together are vital to the success of recruitment.
- B. All clothing for formal recruitment will be purchased and approved at least one month before formal recruitment begins.
- C. Alumnae will be invited to participate where allowed by Panhellenic and shall be treated in a courteous manner.
- D. Selections Session:
  - i. During recruitment, each member shall keep in mind that the chapter is here to find those young women who will best fit into the chapter.
  - ii. A private list of pros and cons should be used during selection sessions and distasteful remarks should never be used.
  - iii. Selection will be done through My Vote.
- E. Criteria to serve as a Recruitment Counselor during fall recruitment:
  - i. Must be in good standing with both the chapter and the university and must have a University of Houston Main Campus 2.75 semester GPA.
  - ii. Each Recruitment Counselor must follow the rules set forth by Panhellenic.

**7. POLICIES CONCERNING THE PROVISIONAL MEMBER PROGRAM**

- A. All provisional member activities will promote chapter unity in positive ways.

- B. There will be no hazing or belittlement of any provisional members.
  - i. Hazing is considered any activity which can be termed dangerous, degrading, or demoralizing for either a provisional member or an initiated member of the chapter.
  - ii. The Alpha Pi chapter abides by the rules and regulations regarding hazing in the National Constitution and Bylaws and Standing Rules and Procedures of Phi Mu Fraternity.
- C. The goal of the provisional member program is to develop within each provisional member an appreciation for the chapter and an understanding of the limitless opportunities and self-improvement and Sisterhood which we may attain through the bond of Phi Mu.
- D. The big/little program shall be used as a positive example of the Sisterhood the chapter embodies. Each new member must get a little within one school year of becoming an active member.

## **8. POLICY FOR FINES**

- A. It is discouraged to use fines as a means to achieve attendance at chapter functions. Rather, the chapter strives to instill in all members a strong desire to be a part of our Sisterhood and this can be accomplished by the experience of association, full participation in chapter activities and by sharing wholeheartedly in our bond of Sisterhood. However in certain situations, fines shall be deemed appropriate and agreed upon by the Executive Committee.
- B. Any member receiving a fine will have an opportunity to appeal it with the fining officer and treasurer.

## **9. GENERAL POLICIES OF GOOD MANNERS AND APPROPRIATENESS**

- A. A courteous, respectful attitude is expected of all members.
- B. Smoking Policy
  - i. Smoking is prohibited during the duration of Ritual and all philanthropic events and on Phi Mu property.
  - ii. Guests of any member are bound by chapter policies regarding smoking.
  - iii. All members will be held liable for any guest's actions up to and including having an Honor meeting.
- C. No alcoholic beverages will be served or used by members at any chapter function on or off campus unless approved through a social planning form submitted and approved by Phi Mu Headquarters.
- D. Chapter member's attire shall always be acceptable and in good taste.
- E. Postings on the internet, references to and/or pictures of the following will be prohibited:

- i. Smoking
  - ii. Excessive drinking of alcohol
  - iii. Minor in consumption or in the presence of alcohol
  - iv. Illegal drugs
  - v. Unscholarly behavior
  - vi. Personal information
  - vii. Excessive use of profanity
- F. Violators of these policies will receive written notification by an Executive Committee member. Inappropriate postings will be expected to be removed within 8 hours after a written notification was sent. Failure to do so will result in a \$10 fine for each day it remains posted.

#### **10. INTERIM COLLEGIATE MEMBERSHIP STATUS (ICMS)**

- A. A chapter member seeking interim collegiate membership status (ICMS) must have been an initiated member for at least a full calendar year and must be in good standing both nationally and locally.
- B. ICMS is granted for only one semester.
- C. Procedure for applying for ICMS:
  - i. The member must complete the application and give it to the chapter President.
  - ii. The Treasurer and Academic Excellence Chair must verify that the member is in good standing financially and academically.
  - iii. The President and the Chapter Adviser must approve the application.
  - iv. The member must return to full chapter membership at the end of her ICMS term.
- D. The ICMS member must pay all national fees while on interim status.
- E. An ICMS member has no voice or vote and cannot hold an office.
- F. Interim status may be granted for the following reasons:
  - i. Personal health problems
  - ii. Personal or family emergency
  - iii. Off-campus degree requirements where the member is not a full-time student.
  - iv. Any reason approved by the Area Operations/Finance Director and/or Collegiate Chapter Specialist.

## 11. HONOR MEETINGS

- A. A member will be notified of an Honor meeting for any of the following reasons:
- i. Violation of the rules or standards of the chapter, the university or a violation of the laws of the United States or the State of Texas.
  - ii. Failure to meet scholastic obligations.
  - iii. Acts contributing to the impairment of chapter unity.
  - iv. Failure to meet financial obligations.
  - v. Contributing in any manner to the impairment of the welfare or prestige of the chapter.
  - vi. The inability or unwillingness to participate in chapter activities.
- B. Notification of Honor Meeting
- i. A member is notified by certified mail, electronic mail, or personal delivery of the time, location, and reason for the meeting.
  - ii. The member has a right to confront her accuser in the Honor Meeting and to present her case.
  - iii. The meeting will be conducted with or without the member present.
- C. If a member is placed on probation by the University of Houston Main Campus for any reason (such as grades), the individual is immediately on probation with the chapter.
- D. The chapter will follow the Phi Mu Honor Manual for all referrals to the Honor Committee.
- E. Reasons for dismissal proceedings:
- i. The Honor Committee must vote to send the member to the Executive Committee for a vote, as outlined in the Honor Policy Manual.
  - ii. Leaving collegiate chapter membership before the end of the term of probation.
  - iii. Having deceived the chapter, or intentionally permitting the chapter which initiated her, to be misled as to her possession of the qualifications for membership as required in the National Constitution and Bylaws of Phi Mu Fraternity.
  - iv. Violation of the rules, standards, or policies of the chapter or of the university which is considered by the Honor Committee or by a member of the National Council or the Area Operations/Finance

Director to be serious enough to warrant immediate institution of dismissal proceedings. Such violations may include but are not limited to:

- a. Violation of the laws of the state and/or county or of the policies and rules of the university.
- b. Violation of the laws, bylaws, policies, or procedures of the chapter or any regularly constituted body of Phi Mu Fraternity.
- c. Flagrant violation of the Oath of Allegiance taken at the time of initiation, particularly with respect to secrecy.
- d. The use of alcoholic beverages in violation of chapter, university, federal, state or municipal regulations and/or laws.
- e. The use of illegal drugs in violation of chapter, university, federal, state or municipal regulations and/or laws.
- f. Conduct prejudicial to good order and honor or unbecoming of a Phi Mu.
- g. Contribution in any manner to the serious impairment of the welfare or prestige of chapter unity.
- h. Contributing in any manner to impairment of the welfare or prestige of the chapter.

EFFECTIVE DATE: March 24, 2025