

APO Nu Rho Membership Policy Alcoholic Beverages

1) Be advised that the consumption of alcohol by any persons under the age of 21 is illegal according to the Law of the Commonwealth of Virginia.

2) No brother, neophyte, or pledge may under ANY CIRCUMSTANCES consume, supply, or bring alcohol to an "APO event." An APO event is any event recorded in the official minutes of an Executive Board meeting, thereby sanctioned by the Executive Board. APO events include all pledging events and clue week. The single exception to this policy is the Senior Toast, which is held annually at Spring Formal.

3) Requiring or compelling the forced consumption of any liquid (including alcohol) or solid substance is against the William and Mary Statement on Hazing. Therefore, no pledge is required or should feel compelled to drink any alcoholic beverage in order to complete requirements or participate in any social activities. Any brother found in violation of the William and Mary Statement on Hazing may be tried by the Executive Board.

4) Any brother, neophyte, or pledge may report a hazing or membership policy violation. After a report has been filed regarding an alleged hazing violation, the offending brother may only be brought to trial with the consent of the victim.

5) Violations of the Alpha Phi Omega Nu Rho Membership Policy will be handled by the Executive Board, in the manner described by the Alpha Phi Omega Nu Rho Bylaws.

APO Nu Rho Bylaws, Nu Rho Chapter of Alpha Phi Omega, The College of William and Mary

Nu Rho Chapter of Alpha Phi Omega
The College of William and Mary

I. Name

The name of this organization is the Nu Rho Chapter of Alpha Phi Omega National Service Fraternity.

II. Purpose and Policy

- A. This chapter shall be conducted as the Service Fraternity under the policies, principles, and provisions set forth in the National Articles of Incorporation, National Bylaws, and the Standard Chapter Articles of Association of Alpha Phi Omega.
- B. Alpha Phi Omega-Nu Rho abides by William and Mary, State of Virginia, and Alpha Phi Omega national and chapter regulations regarding hazing and membership policies.
1. If a brother is found in violation of these hazing and membership policies, s/he will be subject to the following disciplinary actions:
 - a. An informal warning from the Membership Vice President and/or Pledging Coordinator if an infraction is heard of prior to its occurrence.
 - b. After an infraction, the member will have an open hearing before the Executive Board. This hearing may be brought before the Executive Board by any brother.
 - c. The member will then be subject to probation or suspension as decided by the Executive Board by a two-thirds (2/3) vote.
 - d. If an infraction is deemed serious enough, the matter will be passed on to the College administration and/or Virginia Officials.
 2. Any accusation must be brought before the Executive Board in the form of a formal written statement within ninety days of the infraction. Any school break greater than one week will not contribute to said ninety days.

III. Membership

- A. Any student registered at the College of William and Mary or any associated school is to be considered eligible for membership in the Nu Rho Chapter of Alpha Phi Omega.
- B. Pledge Membership:
1. The Pledge Period shall be approximately one college semester of orientation and growth in the purposes and service ideals of Alpha Phi Omega.
 2. The Pledge Period shall be conducted in accordance with the National Pledge Standards of Alpha Phi Omega.
 3. Pledge dues shall consist of chapter dues, a pledge fee, and an initiation fee.
 4. The chapter shall sponsor a fall pledge class each year; in addition, the Membership Vice President shall hold a referendum at the second-to-last chapter meeting to determine, by majority vote, if the chapter will also sponsor a pledge class for the following spring.
- C. Active Membership
1. An Active Member shall be a fully initiated brother, and be current in all chapter and national dues. Chapter dues shall be set by a two-thirds (2/3) vote of the Executive Board. This vote may be overturned by a two-thirds (2/3) vote of the voting membership present at a chapter meeting.
 2. Being as this fraternity is founded equally upon the cardinal principles of Leadership, Friendship, and Service, each active member shall:
 - a. Be involved in the planning and leadership of the chapter by assisting an Executive Board officer with the performance of his/her duties. This is to be accomplished in one of two ways:
 - i. By signing up to be a member of an Executive Board officer's committee and fulfilling the requirements of that committee, as stipulated by the officer who created it. Sign-ups will begin at the first chapter meeting of each semester, and go on as long as is deemed necessary by the Executive Board. If the Executive Board perceives a need that is outside of any particular committee's jurisdiction, or if a committee has more tasks than members to fulfill them, brothers may receive committee credit by fulfilling these perceived needs.
 - b. Attend at least one-half (1/2) of the chapter meetings, unless excused at the beginning of each semester.
 - c. Perform at least twenty-five (25) hours of service from at least two different

projects based

- on the principle of service to Chapter, College, Community, and Country.
- i. As part of the twenty-five hours, each active member shall work at least two weekend (Friday or Saturday) shifts at Campus Escort unless excused at the beginning of each semester. Escort policy shall follow the rules and proceedings outlined in the Escort Bylaws.

D. Associate Membership:

1. Active members who find it necessary to cease full involvement in chapter affairs because of other commitments may elect to become associate members. An associate member shall pay dues at a reduced rate, to be set by a two-thirds (2/3) vote of the Executive Board. Associate members will have no minimum service, meeting, or committee requirements, but may participate in service projects and vote in chapter elections. Associate membership will be limited to one semester of a member's college career. Exceptions to this rule may be made at the discretion of the Executive Board.
2. Any semester a brother is on academic probation as defined by the College of William and Mary, the brother is permitted in confidentiality to enter one semester of academic associate status in order to assure their continued academic success. This status is identical to regular associate status, and does not compromise the eligibility of the brother to voluntarily enter on semester of associate status as normally entitled.

E. Neophyte Membership;

1. The Neophyte period begins when the pledge completes all pledging requirements as set by the Membership Vice President in accordance with the National Pledge Standards of Alpha Phi Omega.
2. The Neophyte period shall end when the neophyte is approved by a majority vote of active and associate chapter members present at one chapter meeting and duly initiated as an Active member in the Nu Rho Chapter of Alpha Phi Omega or when the neophyte terminates his/her membership.

F. Probationary Status

1. A member who fails to complete any of the requirements as stated in these bylaws will have two weeks from delivery of probation letters to submit a letter of intent to the Executive Board. Failure to submit this letter within the specified time period will result in the member being placed on inactive status and he/she will waive his/her right to a probationary semester. Each semester, the Executive Board will take appropriate measures to inform the brotherhood of its expectations of an appropriate letter of intent.
2. A member on probation may not vote, take a little, or take part in other benefits of active brother status as defined in the bylaws.
3. Probationary status will last until the failed requirements and requirements for the current semester are completed. Current requirements include all service hours, attending required brother's meetings, and obtaining committee credit. If all requirements (failed and current) are completed before the end of the semester, a member on probation will return to active brother status. At this time, the brother may vote and take a little.
4. A member will still be considered on probation upon returning from associate status if s/he

was

placed on probation the semester before.

G. Inactive Status:

1. A member who fails to complete her/his requirements during her/his probationary semester will be taken off the official brother roster and placed on inactive status.
2. An inactive member may not vote in chapter elections or procedural votes.
3. Reactivation is at the discretion of the Executive Board.

H. Any member of the fraternity who finds it necessary to take a temporary leave of absence from the College William and Mary shall retain whatever membership status s/he would have held at the beginning of the semester(s) away upon resumption of studies at the College.

IV. Meetings

- A. Chapter meetings shall be called by the President or a majority of those sitting on the Executive Board.
- B. There shall be a minimum of two (2) chapter meetings per month throughout the academic year as permitted by the college calendar. The type of meeting shall be determined by the chapter.
- C. A quorum for chapter meetings shall consist of one-third (1/3) of the voting membership of the chapter. Voting membership shall be ordered as all Active, Associate, and Neophyte members of the Nu Rho Chapter of Alpha Phi Omega.
- D. Proceedings of all chapter meetings, Executive Board meetings, and advisory committee meetings shall be

governed by the most recent revised edition of these bylaws or the National Bylaws and Standard Chapter Articles of Association. Roberts Rules of Order shall be used during elections and when the President sees fit with a majority vote of the members present at meeting.

V. Elections

- A. Elections shall be conducted by those departing board members not seeking office, with the current president presiding over the procedures. In the event that the current president is seeking office, responsibility of presiding officer shall pass to the next highest officer, as stipulated by these bylaws.
- B. Officers of the chapter shall be nominated at the next to last chapter meeting or last Executive Board meeting of the fall semester. The President will announce the date of this meeting at least one month in advance of the election date. Nominees must be present to accept nominations or have petitioned the Executive Board and made prior arrangements with an active brother to accept nominations and speak on their behalf. Candidates may withdraw their own nomination at the last chapter meeting, but new nominations will not be accepted at that time unless the position has no candidates currently running or in the event that all the candidates are elected into other offices.

C. Voting will be conducted as follows:

- 1. The presiding officer shall present a ballot to the brotherhood listing all candidates for all elected offices prior to speeches. The offices shall be listed in the order outlined in Article VII. The candidates shall be listed alphabetically by last name.
- 2. The speech for each candidate shall last two minutes long. Prior to nominations, the President may put forth a vote to the Brotherhood for a question and answer period for each candidate directly following their individual speeches. This vote would be for held for each position and would be decided based on a majority vote of the members present at that meeting. The President will then propose a vote to the brotherhood determining the length of the question and answer period, if the brotherhood votes in favor of said question and answer period. The purpose of the question and answer session is for the brotherhood to engage in a dialogue with the candidates; as such, the candidates will be present for the session and the current President will moderate.
- 3. After all speeches for each candidate for office are delivered, members shall be asked to rank their preferred candidates numerically, starting with 1 as first choice and continuing until the number of candidates the voter deems suitable for the open position is exhausted.
- 4. Votes will be counted using the following process:
 - a. Votes will be counted by the members of the outgoing Executive Board who are not running again for positions in the order outlined in Article VII. The winner of each office will be decided and announced before the votes for the next office are counted.

vote shall

be considered the winner.

- c. If no candidate receives a majority first preference vote, the candidate with the least total first preference vote shall be eliminated. The second choice votes for the eliminated candidate shall be transferred to the other candidates and shall carry the weight of a first preference.

candidate

d. The ballots are recounted and candidates are eliminated in this fashion until one

emerges with a majority of the votes.

removed

e. Once a candidate has received a majority for a given office, their name is subsequently

with Article

from all candidate pools. Votes for that candidate shall be reallocated in accordance

V, Clause C.

- D. In the event of a tie, a revote shall be taken between the two candidates carrying the most votes, including any absentee votes.
- E. Officers will assume the duties of their office at the Installation Ceremony for New Chapter Officers. This ceremony shall be held immediately before the first Executive Board meeting of the spring semester.
- F. Only active members, associate members, and neophytes of this chapter may be nominated and elected to office. Only active members are eligible to hold office. An active brother will be considered active if she/he will be taking at least one class during the semesters that she/he will hold office, thereby showing that she/he is enrolled at The College of William and Mary or one of its affiliated schools. Brothers on probation are not considered active and may not vote.
- G. If a Brother cannot be present at an election that brother can vote in absentia. The Brother must indicate his or her choice in writing and submit it to the presiding officer twenty-four (24) hours prior to voting.

Absentee ballots shall not be considered in reaching quorum.

- H. When a vacancy on the Executive Board occurs, other than the office of President, in which case the Executive Vice-President shall assume the vacated position; the President shall notify the membership and accept nominations at two consecutive chapter meetings. After nominations are accepted at the second chapter meeting, the vacant office shall be filled by majority vote of the members present at the second meeting, using the same voting system as stated in Article V, Clause C, Section 3.

VI. The Executive Board

- A. The Executive Board shall consist of a President, Executive Vice-President, Service Vice-President, Membership Vice-President, Social Vice-President, Inter-Chapter Relations Chair, Treasurer, Secretary, Immediate-Past President, Historian, and the Chairman of the Advisory Committee. The Chairmen of such temporary or special committees may be appointed ex officio members of the Executive Board.
- B. The Executive Board shall meet between chapter meetings as deemed necessary by the chapter.
- C. Meetings of the Executive Board may be called by the President or a majority of those sitting on the Executive Board.
- D. A quorum of five (5) Executive Board members will be required for all meetings of the Executive Board. Executive Board meetings are open to all members of Alpha Phi Omega except when the president deems it necessary to call a closed session. In the event of a closed session, all minutes from this meeting shall be available to all Alpha Phi Omega brothers upon request.
- E. The Executive Board will be the governing body between chapter meetings, shall have the responsibility of approving all expenditures, shall advise the President on all appointments to special committees, and will bear the responsibility of keeping members informed of all service and social activities.
- F. All materials pertaining to an office shall be given to the officer's duly elected or appointed successor within a period of fourteen (14) days or at a later date as set by the incoming officer, after the investiture of the new officer.
- G. Each officer shall have any other powers or responsibilities deemed necessary for the fulfillment of their position, subject to approval or vote by the Executive Board.

VII. Duties of Chapter Officers

A. President:

1. Shall call and preside over the chapter, its Executive Board, and elections.
2. Shall appoint members of the Chapter to special committees with Executive Board approval, and will have sole authority to appoint the chairmen of such special committees.
3. Shall be the official representative of this chapter to the College and Community.
4. Shall sit on the Advisory Committee.
5. May appoint a Parliamentarian, if such an appointment is deemed desirable or necessary. Said Parliamentarian would rule on all questions of interpretations of these Bylaws, but shall not hold Executive Board voting privileges. The Parliamentarian shall also act as Bylaws Committee Chairman. The Parliamentarian will be approved by the majority vote of the Executive Board.
6. The President or her/his designee shall be in charge of probations.
7. May appoint a Sergeant-at-Arms, if such an appointment is deemed desirable or necessary, with the approval of the Executive Board, for the efficient running of the chapter meetings as well as the Executive Board meetings. Said person shall be the enforcer of the rules by which the fraternity is run, looking to the Parliamentarian for interpretations.
8. The President shall preside over the selection of senior award recipients. This meeting shall be closed to everyone except the Executive Board and no notes will be taken.

B. Executive Vice-President:

1. Shall assume the duties of the President in her/his absence.
2. Shall be responsible to the Executive Board for all internal and external communications, including the publication of the chapter newsletter and maintenance of the chapter roster.
3. Shall be responsible for maintenance of the chapter web page.
4. Shall serve as general advisor to all other executive members.
5. Shall assume any other miscellaneous duties assigned to her/him by the Executive Board, such as the coordination of all special committees created by the Executive Board.

C. Service Vice-President:

1. Shall be responsible for the recommendation, coordination, staffing, evaluation of all service projects, and assume any additional duties assigned by the President and the Executive Board.
2. Shall appoint project heads, as deemed desirable or necessary, for all projects sponsored

by the Nu Rho Chapter of Alpha Phi Omega. Project heads shall be approved by a majority vote of the Executive Board.

3. Shall be the contact for other service organizations and encourage service involvement.

D. Membership Vice-President:

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1. Shall be responsible for the Rush, Pledge, and Retention programs of the chapter as outlined

with the

National Alpha Phi Omega manuals, including registration of pledges and active members

Executive

National Office, and shall assume any additional duties assigned by the President and the

Board.

2. Shall coordinate inter-family, pledge class, and retention socials to retain membership in Nu Rho.
3. Shall select the Pledge Staff and preside over pledging. All members of Pledge Staff must be active brothers.

E. Social Vice-President:

evaluation of all

1. Shall be responsible for the recommendation, coordination, staffing, and final written social events, and shall assume any additional duties assigned by the President and the

Executive

Board.

2. Shall organize brotherhood formal, brother's retreat, and other social events to facilitate friendship and chapter bonding.

F. Inter-Chapter Relations Chair:

1. Shall oversee all sectional, regional, and national matters, including conventions.
2. Shall initiate and maintain any inter-chapter correspondence.
3. Shall be responsible for initiating and promoting expansion of Alpha Phi Omega to other schools.

G. Treasurer:

and

1. Shall be responsible, in consultation with the Executive Board, for the preparation of the annual budget. All expenses not specifically approved as part of the annual budget shall be screened submitted by the Treasurer for approval by the Executive Board. The Treasurer will track and enforce the budget, as well as expediently reimburse purchases.
2. Shall be responsible for handling all chapter funds and funds designated as chapter funds by the Board of Student Affairs.
3. Shall prepare all Internal Revenue Service reports.
4. Shall be responsible for the collection of all chapter dues and pledging fees and the maintenance of all records thereof. The Treasurer shall set the amount of dues for discussion with the Executive Board and set the date at which chapter dues must be paid at the first Executive Board meeting of each semester.
5. The Executive Board shall appoint by majority vote another member of the Executive Board to be co-signer of the Nu Rho checking account. As a co-signer, s/he will be responsible for the checks

if the

Treasurer is unable to fulfill the duty.

H. Secretary:

1. Shall be responsible for the maintenance of all chapter records, past and present, to include a list of both active and inactive members.
2. All chapter records shall be open to examination by any member of the chapter advisory committee.
 3. Shall maintain, as accurately as possible, records of all alumni members of the chapter.
4. Shall maintain a correspondence between alumni members and the chapter, including a yearly alumni newsletter, and shall initiate any other correspondence at the discretion of the Executive Board.
5. Shall coordinate the annual Nu Rho Homecoming Reception.
6. Shall take notes at brothers meetings and executive board meetings.

I. Immediate-Past-President:

1. The office of Immediate-Past-President is advisory, and shall not have a vote in Executive Board decisions.
2. Shall assume any other duties assigned to him or her by the President.

J. Historian:

1. Shall be in charge of maintaining the chapter scrapbooks, creating brother appreciation awards, and coordinating the chapter composite picture and slide show.

VIII. Removal From Office

- A. Grounds for removal from office shall include, but are not limited to, the neglect of duties as stated in these bylaws.
- B. A petition for the removal from office requires the signature of at least two members of the Executive Board or twenty percent (20%) of the chapter membership. Such petition will be voted upon at the next meeting following the meeting at which the petition is presented.
- C. An officer is removed according to such a petition if two-thirds (2/3) vote of the voting membership present at one chapter meeting concur.

IX. The Advisory Committee

- A. This body shall serve to maintain an active relationship between the chapter and the College and the Williamsburg communities, and will aid the chapter through the designation of possible service projects.
- B. The Advisory Committee shall include at least two members of the College faculty or staff, one representative of the Boy Scouts of America, the chapter President, and one community representative.
- C. The Chairman of the Advisory Committee shall be elected by the Executive Board, upon the recommendation of the chapter President and members of the Advisory Committee, at the first Executive Board Meeting following annual elections.
- D. The chairman of the Advisory Committee shall serve as the advisor to the Executive Board and the President.

X. Committees

- A. Officers have the authority to create committees to act in their name.
- B. Committees derive their authority from the elected officers, who in turn derive their authority from the chapter.
- C. Committees must answer to the officers who created them, who must answer to the chapter.
- D. Subcommittees can only be formed by the officer who created the originating committee.
- E. Any members at the chapter meetings, by means of parliamentary procedure, may question the actions of any committee. Any conflicts shall be resolved by the same procedure.
- F. All committee meetings are open to all members.

XI. Amendment and Ratification

- A. These bylaws shall be ratified and considered in effect upon the approval of a two-thirds (2/3) vote of the voting membership present at a chapter meeting.
- B. These bylaws may be amended by a two-thirds (2/3) vote of the voting membership present at a chapter meeting.
- C. Announcement of voting on bylaws and the issues involved shall be at least two consecutive chapter meetings prior to the meeting at which the vote occurs. Announcement of voting on any other issue not mentioned above shall be one chapter meeting before the meeting at which the vote shall occur.

Revised October, 2008
Mary Laurie, Parliamentarian