



Revision History and Notes

Revision	Version	Revision Date	Description of Changes	Author / Modifier	Publish Date
Prior	v1.0	28May1994	Original signed constitution	JLouie	28May1994
Released	v2.0	14Mar2016	Release of new constitution	WTan	14Mar2016
Released		22Aug2017	Grammatical Changes and Change to Eliminate the Use of the Word "Colony"	JGaffney	22Aug2017
Released		20Feb2018	Change to implement Referendum 01-2018, to change the delegate selection procedure	JGaffney	20Feb2018
Released		7June2018	Change to implement Referendum 03-2018, to alter non-discrimination clause to allow for transgender inclusion	JGaffney	7June2018
Released		11Feb2019	Change to implement Referendum 03-2019 and 04-2019, to revise the way BOD elections are conducted and to add qualifications for candidates for the BOD respectively	JGaffney	12Feb2019
Released	v2.8	4June2019	Change to implement Referendum 01-2019 and 05-2019, to add the LPhiE Code and the Flag of the Fraternity to the Constitution	JGaffney	5June2019
Released	v3.0	3Aug2020	Change to implement Referendum 05-2020, to add the Chapter Recognition policy, to update Code of Conduct with language surrounding Sexual Misconduct	ZAntonius	4Aug2020

Notes

This Constitution supersedes and terminates all prior Constitutions between the members of Lambda Phi Epsilon International Fraternity, Inc. Any invalidity or unenforceability of any provision of this Constitution will not affect the validity or enforceability of the other provisions of this Constitution, which provisions will remain in full force and effect.



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ARTICLE I- DEFINING LAMBDA PHI EPSILON

Section 1: Title

The name of this organization shall be Lambda Phi Epsilon International Fraternity, Inc. hereafter referred to as "the Fraternity."

Section 2: Mission Statement

To guide men on a lifelong discovery of authenticity and personal growth.

Section 3: Vision Statement

A world where Lambda men live authentic, fulfilling lives and contribute through the pursuit of their noble purpose.

Section 4: Core Values

Subsection A: Authenticity

Authenticity is the willingness to show our true selves to the world, despite the pressures and expectations that are placed on us by society.

Subsection B: Courageous Leadership

Courageous leadership is leading with integrity, especially in times of adversity, in the pursuit of a more humane and just world.

Subsection C: Cultural Heritage

Cultural heritage refers to the ever changing values, ideas, and experiences of a people, passed down and passed on over generations.

Subsection D: Love

Love is care and respect for ourselves, our brothers, and our world.

Subsection E: Wisdom

Wisdom is the pursuit of understanding and its positive application towards our lives and the world.

Section 5: Flag of the Fraternity



The official Flag of the Fraternity consists of a royal blue field with a white horizontal band across the center. The band measures 20% of the height of the flag. At the center of the flag is the crest of the fraternity. To the left of the crest inside of the white band are the Greek letters “Lambda Phi Epsilon,” and to the right inside the band is “1981.”

ARTICLE II- CHAPTER MEMBERSHIP

Section 1: Collegiate Chapters

Under the established terms of Fraternity law, the Fraternity may offer collegiate recognition to any group of men at a four-year college or university (“Collegiate Charter”).

Subsection A: Associate Collegiate Chapters

Upon chartering, a chapter will be designated as an Associate Collegiate Chapter.

Subsection B: Active Collegiate Chapters

Upon completion of the requirements as defined by fraternal policies and procedures, an Associate Collegiate Chapter will be promoted to the designated status of Active Collegiate Chapter. Active Collegiate Chapters will also be awarded a Greek letter designation.

Subsection C: Disbanded Collegiate Chapters

A chapter that has been disbanded may be reorganized under its original name under the approval of the Fraternity and collegiate institution. The rechartering process must follow the collegiate expansion approval process discussed in Article II, Section 6 below.

Section 2: Graduate Chapters

Under the established terms of Fraternity law, the Fraternity may offer alumni recognition to a group of alumni members residing within a common city or state or region (“Graduate Charter”).

Section 3: Chapter Recognition

In order to accept and maintain a charter, those men shall agree to comply with the expectations and responsibilities of maintaining good-standing as defined in the Fraternity laws, including the payment of membership dues, submission of reports and waivers, and compliance with the Lambda Phi Epsilon Code of Conduct and approved Fraternity policies and procedures.

Subsection A: Non-Discrimination Clause

Membership in the Fraternity shall be open to men regardless of race, color, ethnicity, religion, national origin, age, sexual orientation, gender identity/expression, marital status, veteran status or disability. Gender identity/expression shall be defined as the gender with which an individual identifies at the time of induction, not their sex as assigned at birth. These elements shall not factor into member selection or bidding criteria.

Subsection B: Prohibited Groups

Auxiliary collegiate women’s groups, commonly referred to as Little Sisters, are prohibited by the Fraternity.



Section 4: Chapter Rights

Chapters are granted the right to fix and collect their own dues and elect their own officers. Chapters do not have authority to approve any binding agreements on behalf of the Fraternity. Any and all agreements must be reviewed and accepted by the International Board.

Section 5: Constitutional Authority

Each collegiate chapter is required to maintain its own Constitution which will serve as the primary governing document for the chapter. Chapter constitutions will defer to the Fraternity Constitution and laws, in addition to any local, state or federal laws.

Section 6: Expansion

The establishment of a collegiate interest group ("Charter Group") represents a mutual responsibility on the part of the institution, the Fraternity, the alumni, and the Charter Group's members, but does not represent a guarantee, expressed or implied, that a Collegiate Charter will be granted.

Subsection A: Expansion Approval

A majority vote equal to three-fifths ($\frac{3}{5}$) of the Board of Directors is required to approve the expansion of new chapters.

ARTICLE III- INTERNATIONAL OFFICERS

Section 1: International Board

The International Board shall consist of the Board of Directors and Fraternity Staff (each member, an "International Officer").

Subsection A: Board of Directors

The Board of Directors shall consist of the President, Vice President of Internal Affairs, Vice President of External Affairs, Treasurer and Secretary.

Subsection B: Fraternity Staff

The Fraternity Staff shall consist of the Executive Director and other International Officers appointed by the Board of Directors.

Section 2: Presidential Duties

The President is the chief executive officer of the Fraternity. He shall:

1. Preside over all sessions of the Fraternity Convention (defined in Article IV below) and all meetings of the Board of Directors.
2. Confirm and remove International Officers, agents and employees of the Fraternity with the consent of the Board of Directors and advice of the Executive Director.
3. Prescribe powers and duties and fix compensation, if any, for International Officers, agents and employees of the Fraternity.

4. Interpret, construe, and enforce the Fraternity Laws and the orders of the House of Delegates (defined in Article IV below) and of the Board of Directors.
5. Write and pass fraternal law and policies with the approval of a two-thirds ($\frac{2}{3}$) majority of the House of Delegates.
6. Execute such deeds, mortgages, bonds, contracts, checks, or other instruments on behalf of the Fraternity.
7. Whenever he deems it necessary, inspect and examine, or cause to be inspected and examined, all of the books, records, securities and investments of the funds of the Fraternity.
8. Whenever he or the Board of Directors may deem it in the best interests of the Fraternity, visit and inspect, or cause to be visited and inspected, any active Collegiate Chapter or Graduate Chapter of the Fraternity.

Section 3: Internal and External Vice Presidential Duties

The Vice Presidents shall:

1. Assist the President in his responsibilities and duties.
2. In the absence of the President, or in the event of his inability to act, the Vice President of internal Affairs shall perform all the duties of the President, and when so acting shall have all the powers of, and be subject to all the restrictions on, the President.
3. In the absence of both the President and Vice President of Internal Affairs, or in the event that both are unable to act, the Vice President of External Affairs shall perform all the duties of the President, and when so acting shall have all the powers of, and be subject to all the restrictions on, the President.

Section 4: Treasurer Duties

The Treasurer shall:

1. Submit annually, for the information and approval of the Board of Directors, a budget of the probable income and expenditures for the following fiscal year.
2. Submit for the approval of the Board of Directors each proposed purchase in excess of five thousand United States Dollars (\$5,000 USD).
3. Audit financial accounts and counter-sign the checks as so delegated by the President.
4. Oversee all cash and investment accounts and provide a statement of cash flow semi-annually.
5. Have custody of the seal of the Fraternity and of the Fraternity's deeds, leases, insurance policies, and other papers incident to the Fraternity's business.
6. To communicate the financial condition of the Fraternity to all members, publish at least semi-annually, on a secure website, a report of the financial operations and condition of each unit of the Fraternity. The financial reports shall include data for the current fiscal year and at least two previous fiscal years. At a minimum, data in the reports shall include: performance to operating budgets; fundraising results; capital expenditures; and billings and receivables of membership, insurance, and other fees.

Section 5: Secretary Duties

The Secretary shall:

1. Keep a record of the proceedings of the House of Delegates (defined in Article IV below) and of
-

- the Board of Directors.
2. Conduct the official correspondence of the Fraternity.
 3. Enforce the Fraternity Laws and carry out the orders of the House of Delegates and the Board of Directors
 4. Preserve the reports, records, correspondence, historical items and similar property of the Fraternity and provide suitable protection therefore against casualty, fire, and theft.
 5. Prepare and provide for the use of the proper officers the necessary forms for reports required by the Fraternity laws or other constituted authority.
 6. Maintain the Fraternity roster and process reports of closures, expulsions and reinstatements.

Section 6: Vacancies

International Officers shall assume their duties upon the completion of their formal training. International Officers shall continue in office until their successors are appointed. Vacancies occurring shall be filled by interim appointment by the acting President.

Subsection A: Impeachment

The Board of Directors may by a majority vote remove from office any Fraternity officer for neglect of duty or other offense against the laws or interest of the Fraternity. Interim International Officers may be appointed by the President (Interim Appointee”).

Section 7: Terms

Members of the Board of Directors will each be elected for two-year terms. Board of Directors positions are elected by the House of Delegates at the Fraternity Convention and enter formal service at the ensuing International Officer training retreat (“Leadership Summit”). The President, Vice President of External Affairs and Secretary shall be nominated and elected into even-year terms. The Vice President of Internal Affairs and Treasurer shall be nominated and elected into odd-year terms. In the case of a vacancy or Interim Appointee, an official vote to fill the position will be conducted at the next Fraternity Convention.

Subsection A: Term Limits

International Officers may not serve on the Board of Directors for more than three consecutive terms.

Section 8: Compensation and Expenses

The members of the Board of Directors shall serve without compensation, but may be reimbursed for expenses necessarily incurred in the performance of their duties. Reimbursement amounts are to be determined by the Board of Directors on the annual budget.

ARTICLE IV- MEETINGS

Section 1: Fraternity Convention

The Fraternity shall meet annually at a certain time and place as selected by the Board of Directors for an annual meeting with its members and the International Board (“Fraternity Convention”). The Board of Directors shall appoint ad hoc committees as it deems necessary to conduct the business of the Fraternity Convention.



Section 2: Special Sessions

Special Sessions may be called by the President with the advice and consent of the Board of Directors. No other business than that specified in the call shall be transacted at such a session.

Section 3: House of Delegates

Subsection A: Collegiate Delegates

Each Collegiate Chapter will be allotted a voting representative (“Delegate”) for every 10 recognized members of their chapter, rounded down to the nearest multiple of 10. The number of members accounted for each Collegiate Chapter delegation will be averaged between the Spring and Fall registration periods of the previous calendar year. Collegiate Delegates must be either currently be an Active Member or have been an Active Member during the previous Spring or Fall registration periods. Active Collegiate Chapters will each receive a minimum of two Delegates, while Associate Collegiate Chapters will each receive a minimum of one Delegate.

Subsection B: Graduate Delegates

Each Graduate Chapter will be allotted a Delegate for every 20 recognized members of their chapter, rounded down to the nearest multiple of 20. A minimum of one Delegate will be allotted for each Graduate Chapter.

Subsection C: Ex-officio Delegates

The Board of Directors will serve as ex-officio, non-voting delegates. Ex-officio delegates will also be allotted for representatives of the Lambda Phi Epsilon Foundation and other entities as approved by the Board of Directors.

Subsection D: Delegate Appointment

Chapters may elect or otherwise select members to act as Delegates on the Chapters behalf. Those delegates must present themselves on the opening day of Convention to be credentialed for the House of Delegates Meeting, unless other arrangements are made with the Board of Directors. Delegates may not be switched once the Convention has begun without the special permission of the Board of Directors.

Subsection E: Voting Rights and Procedures

Delegates will be allotted voting rights on elections, and constitutional and policy decisions. Delegates are allowed to vote independently of each other, including from other Delegates of the same chapter. Voting ballots are considered final and unchangeable after collected by the International Board.

Section 4: Delegate Cap

Chapters may not have more than 10% of the total Delegate count; recognized members in excess are not counted towards their chapter delegation.

Section 5: Quorum



A representative majority of Delegates registered for Fraternity Convention attendance or Special Session attendance (50%+1), shall constitute a quorum.

Section 6: Single Vote

No individual shall have more than one vote on any matter. Proxy votes are not allowed; in order to vote, Delegates must be physically present in the room during the vote.

Section 7: Voting Between Conventions

The President, with the advice and consent of the Board of Directors, may submit to a direct vote of the Fraternity for such measures as may benefit from resolution before the next Fraternity Convention. Such a direct vote shall be submitted by an e-mail/internet ballot to each individual and Chapter entitled to representation in the previous Fraternity Convention at the latest address of record. If any group or individual fails to vote within fifteen (15) days after the date the vote is solicited, an affirmative vote will be implied, and the ballot shall make clear this stipulation.

Section 8: Candidacy

Candidates must submit their written notice and application to the International Board no later than the first day of the month preceding the Fraternity Convention. Additional applications may be accepted by candidates upon the reasonable discretion of the International Board.

In order to be considered qualified for service on the Board of Directors, an individual must, at the time of his swearing in, be a member, in good standing, of the Fraternity; have surpassed the age of 25 years old; and completed two years of service as an elected or appointed officer of the Fraternity.

Following a resignation or defaulted election, in extraordinary circumstances, an individual who does not meet the above qualifications may be appointed to office.

Section 9: Elections

At the Fraternity Convention, candidates will each be allowed an equal amount of time for speech and questions. Questions will be restricted to members of the House of Delegates and International Board. Afterwards, the House of Delegates will indicate their candidate of choice by ballot. To be elected, candidates must obtain a majority vote. Upon a tie, the current President will cast the tie breaking vote. A majority shall be defined as one half of the votes cast plus one vote, including all abstentions.

Subsection A: Elections for President

Up to three ballots may be taken for the office of the President. If, after the first ballot, or the second ballot, no candidate obtains a majority, all candidates except those earning a total number of votes within 10% of the frontrunner will be eliminated. If there are only two candidates, no candidates will be eliminated.

If there is only one candidate and he fails to obtain a majority, nominations are to be taken from the floor after the first and second ballots.



If no candidate has obtained a majority after three ballots, the Board of Directors will, within 14 days, choose a President from among those who have served at least two years on the International Board.

Subsection B: Elections for Officers Other than President

If no candidate for Internal Vice President, External Vice President, Secretary or Treasurer obtains a majority after one ballot, all but the two highest vote-getting candidates shall be eliminated and a second ballot taken. If, after the second ballot, there is still no candidate with a majority of votes, the election will be declared to be in default and the position will be considered to be vacant and eligible for filling by the incoming Board of Directors.

Article V - LAMBDA PHI EPSILON CODE

The first appendix to this Constitution shall be the Lambda Phi Epsilon Code, or Fraternity Code. The Fraternity Code shall be the repository of all Fraternity Law, Policy and Procedure. All Fraternity Law and Policy extant as of the ratification of this Article shall be added, without material change, to the Fraternity Code. The first version of the Fraternity Code will be presented to the House of Delegates for ratification at the next regular meeting thereof.

Article VI- AMENDMENTS

Section 1: Constitutional Amendments

Any proposition to alter or amend this Constitution shall be submitted in writing by a member of the House of Delegates or International Board to the Secretary. The Board of Directors must give majority approval before the proposition is submitted to the House of Delegates for voting during a Special Session at the Fraternity Convention. Proposed amendments require a three-fourths ($\frac{3}{4}$) majority of votes cast in the House of Delegates for approval. Up to 30 minutes of questioning will be allowed during each Special Session. Questions will be restricted to members of the House of Delegates and the International Board. The House of Delegates will indicate their vote by ballot. Results will be verified by the Board of Directors.

Section 2: Policy and Procedure Amendments

Any proposition to alter or amend a Fraternity policy or procedure shall be submitted in writing by a member of the House of Delegates or International Board to the Secretary. A member of the Board of Directors must sponsor the proposition before it is submitted to the House of Delegates for voting. Proposed amendments require a two-thirds ($\frac{2}{3}$) majority of votes cast in the House of Delegates for approval.

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LAMBDA PHI EPSILON CODE

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Title 1 Governance

Section 1) Board of Directors

The Board of Directors of Lambda Phi Epsilon, as defined by Article III of the Constitution of the Fraternity, shall hold all powers and authorities not specifically delegated to the House of Delegates.

Part a) Meetings

The BOD shall meet periodically at such times and places as they shall deem appropriate to conduct the business of the Fraternity.

Part b) Records

The Executive Director shall be responsible for maintaining a record of all votes taken and business transacted by the BOD. The records of votes and business shall be published and made available to the membership each year at Convention.

Section 2 Cabinet

The Board of Directors may, at their sole discretion, create certain departments within the Fraternity to oversee the operations of various areas of Fraternity operation. These departments will be led by directors, and those directors will sit in a Cabinet. Cabinet officers are considered International Officers as outlined in Article III, Section 1 of the Constitution of the Fraternity.

Cabinet officers may, at any reasonable time, inspect the accounts, books, records and rosters of a Chapter.

Cabinet Officers will be appointed by a written commission that outlines their duties, responsibilities, authorities and the expiration of their appointment. All appointments made under this bylaw will automatically expire at the scheduled end of the term of the International President; the Board of Directors.

Part a) Sub-Cabinet Officers

All international officers serving in Cabinet departments, but who are not director-level, will be considered sub-cabinet members of the International Board. A cabinet officer may devolve some or all of her/his authority to a sub-cabinet officer with the permission of the Board of Directors.

Section 3 Regions & Districts

For the purposes of better administration, the BOD shall divide the Fraternity into geographic regions. Those regions will be further subdivided into districts.

Part a) Governors

Each district will have a governor, appointed by the BOD and serving at the pleasure of the President, for the term of the President's administration. Governors are the personal representative of the Board of Directors within their respective districts and have the

following powers and authorities:

1. A governor may, at any reasonable time, inspect the accounts, books, records and rosters of a chapter in their region.
2. A governor may remove from office any chapter treasurer if the governor determines that the chapter's finances are being improperly managed.
3. A governor may suspend any member residing in that governor's district, or a member of a chapter from his district, regardless of where that member may reside, for a period of 5 days. Such a suspension may only be ordered when the governor suspects that the member in question has violated or will violate the Constitution or Code of Lambda Phi Epsilon. The governor must immediately notify the member, the member's chapter if the member is an undergraduate, the Executive Director and the Internal Vice President.
4. A governor may suspend any chapter in his district. Such a suspension may only be ordered when the governor suspects that the chapter or its member have violated or will violate the Constitution or Code of Lambda Phi Epsilon. The governor must immediately notify the chapter's officers, the Executive Director and the Internal Vice President.
5. A governor may compel any member within his district, or any member of a chapter from his district, regardless of where that member may reside, to supply information on the operations of the chapter, or any other pertinent information that the governor may require. Failure of a member to comply will be considered a violation of this Code.

Section 4 Professional Staff

The professional staff of the Fraternity will consist of the Executive Director and Chief of Staff as well as any other paid staff employed by the Board of Directors. The Executive Director, with the approval of the President of the Fraternity, may delegate some of the below-listed powers to other members of the professional staff.

Part a) Executive Director

The Executive Director and Chief of Staff (ED) shall serve as the Chief Executive Officer of the Fraternity and will report to the Board of Directors. The ED will be responsible for the supervision and performance of the other members of the Professional Staff. The ED will have the following powers and authorities:

1. The ED may suspend any member, chapter or non-elected officer of the Fraternity for a period of 10 days. The Executive Director must transmit notice of the suspension to the member, chapter or officer in question, and to the Internal Vice President. If an International Officer is suspended, the Executive Director will notify the entire Board of Directors and Cabinet.
2. The ED may compel any member of the Fraternity to supply information or to cooperate with the Fraternity in any legitimate, lawful way. Failure of a member to

comply with such a request for information or cooperation will be considered a violation of the Code.

Section 5 Other Officers of the Fraternity

The Board of Directors may appoint or designate, at their sole discretion, other Special Officers of the Fraternity for whatever purpose the BOD may deem necessary. Those Special Officers will have whatever powers the Board of Directors may devolve to them.

Special Officers will be appointed by a written commission that outlines their duties, responsibilities, authorities and the expiration of their appointment. All appointments made under this bylaw will automatically expire at the scheduled end of the term of the International President.

Title 2 Membership

Section 1 Membership Statuses

Each member of the Fraternity shall fit into one of the member status described in this title.

Part a) Undergraduate Member

An undergraduate member is one who is enrolled in an undergraduate institution and is in good standing with the Lambda Phi Epsilon Chapter on that same campus.

An undergraduate member who transfers to a campus where there is an active Lambda Phi Epsilon Chapter may affiliate with that chapter provided that 2/3 of the members of that chapter agree to accept him.

1) Rules for Chapter Affiliation

1. The president of the chapter in which the undergraduate member is seeking membership must contact the member's chapter of initiation and determine if the member is in good standing. If the member owes money to his former chapter, he may not be affiliated until his debt is satisfied.
2. The chapter in which the undergraduate member is seeking membership must, after taking their vote and accepting the member, contact the fraternity headquarters, in writing, to have the member affiliated with the new chapter in the fraternity's records.

Part b) New Member

A new member is one who is enrolled in an undergraduate institution and has accepted an invitation to join the chapter (a bid) and is currently undergoing new member education through the Lambda Phi Epsilon Chapter or Charter Group on that same campus.

Part c) Inactive Member

An inactive member is a member who is enrolled in classes and is physically present on campus but who has elected not to participate in chapter activities. Inactive members are not required to pay national dues. Inactive membership is subject to the following rules:

1. An undergraduate member may only be inactive for one semester or, two consecutive quarters, during his undergraduate career.
 2. The member in question must receive the approval of his chapter before taking an inactive semester.
 3. The member in question must fill out the Inactive Waiver Form, or whatever similar instrument is in use by the International Board. Failure to fill out the requisite paperwork by the prescribed deadline will result in the member being considered active for the period in question and being responsible for dues.
 4. Inactive members may not participate in any chapter activities including, but not limited to, social, educational, philanthropic, brotherhood, etc.
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Part d) Abroad Member

An abroad member is one who is physically away from campus for more than half of a semester/quarter. There shall be no limit on the number of abroad semesters that a member may take. If a member is away from campus for more than two consecutive semesters/four quarters, he will be considered an alumni member. Abroad members are not required to pay national dues.

Part e) Associate Member

An associate member is one who has been enrolled in school for more than four calendar years (a super-senior.) Associate members are not required to pay national dues. Associate membership is only available to members who crossed into the Fraternity before January 1, 2019.

Part f) Alumni Member

An alumni member is an individual who was initiated into the Fraternity as an undergraduate and has since graduated or withdrawn from the university at which he was initiated.

Part g) Graduate Member

A graduate member is an alumni member (see Part F above) who is a dues-paying member of a graduate chapter. Graduate members may serve as Graduate Chapter delegates at national meetings.

Part h) Academically Suspended Member

An academically suspended member is an undergraduate member whose GPA has fallen below a 2.5 (on a 4.0 scale,) or who has failed to meet the chapter or campus' GPA requirements. Academically suspended members may not participate in chapter events and are not required to pay national dues.

Part i) Judicially Suspended Member

A judicially suspended member has been suspended by his chapter or by the international Fraternity through the judicial process. Judicially suspended members remain obligated to pay national dues.

Part j) Expelled Member

Any individual who was initiated into the Fraternity and was subsequently removed from the membership in a manner pursuant to Title 3 of this Code shall be an expelled member. Expelled members do not have any of the rights, privileges or responsibilities of members of the Fraternity. They are not permitted to wear the letters or other marks or insignias of the Fraternity and may not publicly or privately represent themselves as members of the Fraternity.

If a member who has been expelled wishes to rejoin the fraternity, he must send a written

request to the Executive Director, who will send it to the Board of Directors for their consideration. A 4/5 majority of the Board of Directors is required to reinstate an expelled member.

Part k) Resigned Member

Any individual who was initiated into the Fraternity and subsequently voluntarily gave up his membership shall be a resigned member.

1) Rules for undergraduate resignation

1. In the case of an undergraduate member, the member in question must provide a written letter of resignation to his chapter president and secretary. So long as the member in question is not financially indebted to his chapter, the chapter may take a vote to accept the resignation. If the vote does not pass, the member remains obligated to pay his dues and meet all other requirements of membership. If the vote passes, the chapter president and secretary must transmit the letter and the record of the vote to the Executive Director or his designee. The Executive Director will record the resignation in the records of the Fraternity.
2. If the vote fails and the member wishes to appeal his case, he may transmit his original resignation letter, along with a letter appealing the chapter's decision, to the Executive Director. The Executive Director will present the matter to the Board of Directors who may either uphold the Chapter's decision or vote to allow the member to resign from the Fraternity. In no circumstances will the Board of Directors allow the resignation of a member who is financially indebted to his Chapter.
3. In the case of an alumni member, the member in question must provide a written letter of resignation to the Executive Director or any member of the Board of Directors. The alumni member's chapter will be notified and, so long as the alumni member is not financially indebted to his undergraduate chapter, the resignation will be accepted, and the Executive Director will record the resignation in the records of the Fraternity.
4. If a member who has resigned wishes to be reinstated into the Fraternity, he must send a written request to the Executive Director, who will forward it to the Board of Directors for consideration. A majority of the Board of Directors is required to reinstate a resigned member.

Title 3 Code of Conduct

Section 1 General Conduct

This Code is not written with the specificity of a criminal statute, nor is it intended to cover every instance of potentially prohibited conduct. The Fraternity expects its members, wherever they are, to adhere to high standards of honor and good citizenship and to conduct themselves according to the teachings of the Ritual of the Fraternity in a responsible manner that brings credit to the Fraternity. Members may be charged with the following misconduct:

1. Breach of an obligation assumed upon initiation.
2. Violation of any provision of the Constitution, Code, Ritual of the Fraternity, and/or resolutions and policies of the Board of Directors.
3. Disclosure of information about any confidential Fraternity matter to anyone other than a member in good standing.
4. Refusal to comply with the authority of the Chapter Advisor, Executive Director, BOD, or any other officer of the Fraternity.
5. Conduct that reflects negatively upon another brother, a chapter, or the Fraternity.
6. Failure to pay financial obligations when due.
7. Violation of any provisions of chapter bylaws or house rules.
8. Hazing.
9. Sexual misconduct, including sexual harassment, sexual violence, domestic violence, dating violence, and sexual exploitation.
10. Violation of applicable policies and/or laws governing the use, sale, and/or possession of alcohol or other controlled substances.
11. Endangering the health or safety of any person.
12. Abuse or interference with the Fraternity's conduct process, including but not limited to:
 - i. Falsification, distortion, or misrepresentation of information;
 - ii. Failing to provide, destroying, or concealing information during an investigation into an alleged violation;
 - iii. Attempting to discourage an individual's participation in or use of the Fraternity's conduct process;
 - iv. Verbal or physical harassment and/or intimidation of a member of a hearing body prior to, during, or following conduct proceedings; and
 - v. Influencing or attempting to influence another person to commit an abuse of the Fraternity's conduct process.
 - vi. Violation of the terms of any sanction assigned in accordance with the Code.

A chapter may be charged with any of the following misconduct:

1. Violation of any provision of the Constitution, Code, Ritual of the Fraternity, and/or resolutions and policies of the Board of Directors.

2. Refusal to comply with the authority of the Chapter Advisor, Executive Director, BOD, or any other officer of the Fraternity.
3. Failure to pay financial obligations when due.
4. Hazing.
5. Sexual misconduct, including sexual harassment, sexual violence, domestic violence, dating violence, and sexual exploitation.
6. Violation of applicable policies and/or laws governing the use, sale, and/or possession of alcohol or other controlled substances.
7. Endangering the health or safety of any person.
8. Abuse or interference with the Fraternity's conduct process, including but not limited to:
 - I. Falsification, distortion, or misrepresentation of information;
 - II. Failing to provide, destroying, or concealing information during an investigation into an alleged violation;
 - III. Attempting to discourage an individual's participation in or use of the Fraternity's conduct process;
 - IV. Verbal or physical harassment and/or intimidation of a member of a hearing body prior to, during, or following conduct proceedings; and
 - V. Influencing or attempting to influence another person to commit an abuse of the Fraternity's conduct process.
 - VI. Violation of the terms of any disciplinary sanction imposed in accordance with the Code.

Part a) Standards

Members of Lambda Phi Epsilon are expected to conduct themselves in a way that reflects positively on the general Fraternity and, in so doing, to exemplify the values of Lambda Phi Epsilon.

1. Members are expected to operate within the bounds established by The Code and any pertinent institutional, local, state, provincial or federal laws.
2. Members are expected to uphold their oath of membership.
3. Members and chapters are expected to pay dues, fines and other assessments along the timeline established by the Board of Directors.
4. Members and chapters are required to comply with lawful directions and orders emanating from those in authority within the Fraternity or any other relevant authority, including but not limited to the host institution or law enforcement.

Section 2 Hazing

Hazing or any conduct that could be construed as hazing is illegal in all jurisdictions in which Lambda Phi Epsilon operates, and any conduct or activity that constitutes or represents hazing is expressly forbidden by this Code of Conduct. Intent or conspiracy to commit acts of hazing will be treated as equally serious. Acts of hazing are not covered by our insurance, so by committing an act of hazing,

a member is taking on personal liability for any injuries or other damages they may cause.

Part a) Definition and Standards

Any action taken or situation created by any member - new, active or alumnus - whether on or off fraternity premises, for the purpose of, or that which is likely to produce, mental or physical discomfort, embarrassment, harassment or ridicule, as either a requirement of or a prerequisite to a bid, membership or continued membership, in Lambda Phi Epsilon, or which is otherwise prohibited by any local, state, provincial or federal or host institution laws or policies.

Prohibited actions include but are not limited to the following in any way, shape or form:

1. Paddling or physical abuse of any kind;
2. Forced or induced consumption of alcohol or other controlled substances;
3. Forced or induced physical activity such as calisthenics or physical exercise;
4. Creation of sleep deprivation;
5. Physical or psychological shocks;
6. The deprivation of food or water;
7. Kidnapping or quests;
8. Treasure hunts;
9. Personal servitude or acts of service;
10. Verbal abuse;
11. Required uniforms or costumes that would be considered by the average person to be in bad taste, in public or private;
12. Road trips or other excursions;
13. Degrading, humiliating or otherwise harassing games;
14. Activities which would disrupt the public order;
15. Other activities that are inconsistent with Lambda Phi Epsilon principles or otherwise not in accordance with local, state, provincial, federal or host institution laws or policies.

Part b) Standards

Any member or chapter whose conduct meets the above definition of hazing, or whose act of omission causes hazing to occur, or who meets any other reasonable definition of hazing shall be in violation of this policy. Anyone who is found guilty or responsible for an act of hazing by a relevant body (university judicial process, the courts,) will also be considered in violation.

Part c) Procedure

Any member of the Fraternity who received information regarding a potential violation of this policy must immediately:

1. Report the alleged violation and all available information to the Regional Governor, Board of Directors or Executive Director;
2. Cooperate fully with any investigation;
3. Ensure that, to the best of one's ability, all local, state, provincial, federal and host institution laws and policies are followed.

Section 3 Social Events

For the purposes of this policy, any party, event, or gathering of Lambda members that would reasonably be construed as a Lambda event where alcohol is present will be considered a “social event.” Any functions where alcohol is not present is not subject to the social event guidelines.

Part a) Definition

A social event is an event hosted, planned, arranged or endorsed by Lambda Phi Epsilon or its members where alcohol is present.

Part b) Standards

1. Social events shall comply with all host institution, local, state, provincial and federal rules, laws and procedures.
2. Alcohol will only be permitted when the social event is in keeping with the requirements of Title 3, Section 4.
3. Open parties - events where the public has unrestricted access to a Lambda social event - are prohibited. Attendance at Lambda Social Events should be limited to a set list of guests, i.e. the member of the Alpha Beta Gamma Sorority at UCLA, the members of the Women’s Swimming Team, etc, or a party with an actual guest list.
4. Attendance at social events should be limited to no more than two guests for each Lambda member in attendance. Alumni, member’s spouses and parents of members do not count towards the number of guests.

Social events taking place with another Greek Letter organization are exempt from the rule listed in Section II, B, 4 if those in attendance are limited to members of the two organizations.

Section 4 Drugs and Alcohol

The possession, sale, use, or consumption of alcoholic beverages while on chapter premises, or during a fraternity event, in any situation sponsored or endorsed by the chapter, or in any event an observer would associate with the fraternity, must be in compliance with any and all applicable laws of the state, province, county, city, institution of higher education, and must comply with either the BYOB or Third Party Vendor Guidelines. The sale or use of controlled substances, except as prescribed by a doctor, are strictly prohibited.

Part a) Standards

1. No alcohol may be purchased with Chapter funds.
2. The sale of alcohol, cups, or the charging of a door price for admission to a party are strictly prohibited, and against the law in the United States and Canada.

3. "Passing the hat," taking up collection or otherwise coordinating the members of a chapter to purchase alcohol shall be considered tantamount to using Chapter funds for the purchase of alcohol.
4. The purchase, use, consumption from and/or presence at an LFE function of a common source of alcohol, including but not limited to kegs, cases, party balls, trash can punch, or jungle juice, is explicitly and expressly prohibited.
5. Per the Social Event guidelines (Section 3 of this policy,) open parties are prohibited.
6. The consumption of alcohol by those considered to be of minor age at the location of the event is strictly prohibited. No member of chapter shall facilitate, allow or permit such behavior.
7. Chapters are required to take steps to ensure that guests are not overserved.
8. Chapters are required to take steps to ensure that guests can be safely transported home after the event.
9. The presence, use or sale of illegal drugs or controlled substances at any Lambda function, or an event which a reasonable person would consider a Lambda function, is prohibited.
10. Where required by law, the Fraternity will turn over to the relevant authorities any person found to be selling or distributing illegal drugs or controlled substances.
11. All recruitment activities associated with Lambda Phi Epsilon will be dry; alcohol may not be present, sold, consumed or used in any way.
12. No alcohol shall be present at any pledge/new member activity or ritual of the chapter.
13. No member will engage in activities that encourage or support binge drinking or the consumption of unsafe quantities of alcohol.

Section 5 Online Conduct

The internet is a powerful and valuable tool for education, communication and can be used to great effect in the furthering of our fraternal mission. When used irresponsibly or with ill-will, however, the internet can do irreparable damage to individual members, chapters or the Lambda Phi Epsilon Fraternity as a whole. Each member is responsible for ensuring that their online presence and communications are appropriate, in good taste, and would stand up to the scrutiny of the public eye should they be exposed. Chapters are, likewise, responsible for ensuring the compliance of their members.

Part a) Definition

Any communication, site, page or presence existing on the internet that represents either a member or a chapter of Lambda Phi Epsilon shall be subject to this policy.

Part b) Standards

1. No chapter shall permit, nor any member engage in online conduct that is inconsistent with the values of Lambda Phi Epsilon. The following represents a non-exclusive list of conduct inconsistent with those values:
2. Any explicit or implicit reference to or promotion of the illegal use or consumption of alcohol or controlled substances;

3. Any explicit or implicit references to hazing or other illegal behavior;
4. Discussion or disclosure of any of the secrets or proprietary knowledge of Lambda Phi Epsilon;
5. Content that would commonly be understood to be racist, sexist, demeaning to any minority or majority group, or generally in bad taste;
6. Content with the intent or consequence of belittling, harassing, abusing or in any intended or unintended way harming any individual, group or class of people.

Section 6 Sexual Violence

Sexual violence is defined as any sexual act, or any attempt to obtain or participate in a sexual act, when affirmative consent is absent. A sexual act shall be defined by the pertinent statute in the jurisdiction where the act took place.

Part a) Standards

1. It shall be a violation of this Title to perpetrate, participate in, cover up an act of sexual violence.
2. It shall be a violation of this Title to cover-up or prevent the prosecution of the perpetrator(s) of an act of sexual violence.
3. It shall be the policy of the Fraternity to encourage victims who approach the Fraternity to report any alleged crimes to law enforcement. Any member who attempts to convince or coerce any alleged victim to not report such a crime to the police will be considered in violation of this Title.

Section 7 Right to Revise and Non-Retroactivity

The Board of Directors has the authority to revise this title at its discretion, but any changes will only apply to cases brought in the future and will not apply to any pending cases. Changes will not be retroactive - the version of this policy that was in place as of the date of the alleged violation will be enforced for that violation.

Section 8 Retaliation

It is a violation of the Fraternity's Conduct Code to retaliate in any way against individuals, members and non-members, because they have raised allegations of misconduct. Person(s) against whom the complaint is filed also bear a responsibility to abstain from retaliatory behavior toward the Reporting Party(s) and/or any individual participating in the adjudication process.

Title 4 Judicial Process

Section 1 Purpose

The purpose of this conduct process is to provide a fair review of alleged violations of the Lambda Phi Epsilon Code, rather than a formal legal proceeding.

Section 2 Authority

Per Article 3, Section 3 of the Lambda Phi Epsilon Constitution, the International President, has the mandate to interpret, construe, and enforce Fraternity law. He has delegated that authority to the various officers named herein, with the oversight of the Board of Directors.

Section 3 Requirement to Comply

Per Article 2, Section 3 of the Lambda Phi Epsilon Constitution, all members (active and alumnus) must comply with this Code of Conduct.

Section 4 Charging and Hearing Process

Charges must be submitted to the body of original jurisdiction. If an undergraduate member is being charged, the Chapter of which he is a member is the body of original jurisdiction. If an alumni member or a Chapter is being charged, the International Standards Committee (ISC) has original Jurisdiction. The Executive Director may move a case up from the Chapter level at their discretion, at the direction of the Board of Directors or following an appeal from a party involved in a chapter-level dispute.

All sexual misconduct allegations will be investigated by the Director of Fraternal Standards and be reviewed by the International Standards Committee (ISC). If the Director of Fraternal Standards is unable to conduct the investigation, the Board of Directors will appoint an alternate individual to conduct the investigation.

Section 5 Charging Document

Any member may bring charges against any other member for violations of this Code of Conduct by submitting, in writing, a signed letter to the President of his Chapter, the District Governor and the Executive Director detailing the charges. Charges may include a requested outcome. Upon review, the Executive Director may assign original jurisdiction to the ISC.

Section 6 Individual Discipline at the Chapter Level

Upon receiving charges signed by any member, the President of a Chapter will bring Chapter level cases to the Chapter's attention and consider them according to the Chapter's internal policies. A member may be suspended or expelled only with a majority vote of the Chapter, and after subscribing to the following procedure:

- The charges against a member must be presented to him, in writing, along with the date and time at which his case will be considered by the full Chapter. The date of that hearing may not be less than ten (10) business days from the date at which the Charges are presented to the accused.
- The accused must be allowed to present evidence, both written and verbal, in his defense.
- The accusing member or his designee must be allowed to present evidence along the same lines.

If a Chapter votes to suspend or expel a member, copies of the charges, and the minutes from the meeting at which a member was suspended or expelled must be sent to the Executive Director within ten (10) business days of the meeting.

Section 7 Discipline at the International Level

Upon notification of a violation of the Code of Conduct, the Executive Director or his delegate will investigate the allegations and render a report. In cases involving sexual misconduct allegations, the Director of Fraternal Standards will be responsible for investigating the allegations and rendering a report, findings, and recommendations to the ISC.

The ISC will review the report and, if the finding of fact indicates that a violation has occurred, determine appropriate outcomes.

Part a) Advisors

1. As the judicial process is not modeled on formal legal proceedings, participation of persons acting as legal counsel on behalf of chapters and individuals is not permitted.

Part b) Standards of Due Process and Evidence

1. Formal rules and evidence will not be applied, nor will deviations from prescribed procedures necessarily invalidate a decision, unless significant prejudice to the Respondent or Complainant may result.
2. The complaint against the Respondent must be established by a preponderance of the evidence, meaning that a reasonable person would accept that “more likely than not” a fact is true, or an incident occurred.
3. In cases involving sexual misconduct allegations, the Reporting Party and Respondent will be given the opportunity to provide a statement, any supporting documentation, and witness statements within the investigative process. Once given notice of the allegations, the Responding Party will be given ten (10) business days to provide a statement, any witness statements, and supporting information. The Reporting Party will not be privy to the Respondent’s statement, supporting information or any witness statements. After providing an initial statement and response to any follow up questions and/or requests by the Director of Fraternal Standards, the Respondent will have the opportunity to review all information collected by the Director of Fraternal Standards from the Reporting Party, including any supporting documentation, and will be given 10

business days to provide a response to his review of all statements and supporting documents, which will be included in the final investigative report. The Director of Fraternal Standards will allow for input from the Reporting Party and Chapter on desired sanctioning, should the Respondent be found responsible for violating the Code; however, the final recommendation for sanctioning will be made by the Director of Fraternal Standards should the Respondent be found responsible for violations.

4. Conduct proceedings involving allegations of sexual misconduct concerning a member or chapter that are to be adjudicated by the ISC shall be instituted upon receipt of a written complaint, filed and determined to be substantiated by the Director of Fraternal Standards. The written complaint shall set forth the alleged conduct violations with sufficient facts or supporting documents to substantiate the allegation. The Director of Fraternal Standards will render a finding on the charges of consideration, and provide a recommendation of sanctions for the resolution of the case.

Part c) Case Resolution by the ISC

1. The Executive Director will refer the investigative report, findings and recommendations to the standing ISC. The Executive Director will select three (3) members of the ISC to adjudicate the case. The members selected shall be empowered to adjudicate the alleged conduct violations, including the assignment of sanctions as described herein. Any conduct proceeding of the ISC will be adjudicated within a prompt and reasonable timeframe as determined by the Executive Director and ISC pending availability.
2. During ISC review for sexual misconduct, if the Respondent is found responsible, the body shall consider the assignment of sanctions as prescribed herein. The Respondent shall be promptly notified of the determination of responsibility and any sanctions assigned. In cases of sexual misconduct, the Reporting Party will be notified by the Director of Fraternal Standards of the findings (responsible/not responsible) but will not be privy to any sanctions assigned as a result of the finding.
3. If the Respondent fails to answer the complaint, the Respondent may be found responsible by default, at which time the hearing body will determine the appropriate sanction.

Section 8 Review by the International Standards Committee

During ISC review, the fraternity's case will be presented to the panel by the investigating officer. Verbal, written and/or documentary evidence will be presented to explain the Fraternity's case.

The ISC will deliberate in private and render a finding of "responsible" or "not responsible" and render an appropriate outcome.

Section 9 Sanctions

The ISC may render verdicts from the below lists or may, at their discretion, create other sanctions as they see fit, so long as those sanctions conform to Title 4, Section 6 of the Code. Upon further

review, a concurrence of a majority of the Board of Directors shall have the authority to amend ISC sanction terms.

Part a) Individual Sanctions

- Expulsion.
- Suspension for a definite period.
- Suspension until a set milestone (e.g., graduation).
- Suspension from certain privileges (e.g., social suspension)
- Removal from Office (for Chapter Officers).
- Probation: a designated period of time which additional violations of the Fraternity's standards of conduct may result in more severe sanctions.
- Fine (not to exceed 50% of the semesterly dues at the time of outcome).
- Any other reasonable penalty.
- Warning: notice, oral or written, that continuation or repetition of prohibited conduct may be cause for additional conduct proceedings.
- Written apology to those wronged.
- Educational sanctions: the completion of educational programs or other discretionary sanctions necessary to develop the skills and/or knowledge necessary to prevent future violations.
- Exclusion from various fraternity activities.

Part b) Chapter Sanctions

- Suspension for a definite period.
- Suspension until a set milestone (e.g., Convention).
- Suspension of certain privileges (e.g., alcohol free, no intake).
- Probation - a designated period of time during which additional violations of the Fraternity's standards of conduct may result in more severe sanctions.
- Fine (not to exceed 50% of the semesterly dues, multiplied by the number of active members of the house).
- Educational programming.
- Any other reasonable penalty.
- The ISC may request that the Fraternity revoke a Chapter's charter, which requires the concurrence of a majority of the Board of Directors.

Part c) Sanctioning

1. The ISC, after determination of responsibility in a conduct proceeding, may, by a unanimous vote, suspend or expel a brother of the Fraternity, and issue such other orders to the chapter as it deems in the best interest of the Fraternity.
2. The suspension of a member deprives him temporarily of all rights and privileges in the Fraternity. During his suspension, he may not hold office, attend meetings, nor participate in any Fraternity activities, and his Fraternity pin shall be held in the custody of the Chapter Treasurer. He shall at all times be subject to the discipline and laws of the Fraternity and shall not be in good standing until the termination of the suspension.

Failure to uphold the suspension on part of the member or chapter could result in additional action taken as outlined within Section 1, General Conduct.

3. The expulsion of a member is the permanent dissolution of the fraternal relationship between the individual and the Fraternity. An expelled member loses all rights and privileges and forfeits all claims on the Fraternity. Membership reinstatement from expulsion requires the unanimous approval of the Board of Directors.

Section 10 Appeals

Appeals must be submitted in writing to the Executive Director, with any accompanying supporting documentation.

Any member has the right to appeal a judicial decision made against them within ten (10) business days of the outcomes being handed down. Any outcome being appealed will remain in effect until a final decision is reached.

In extraordinary circumstances, a concurrence of a majority of the Board of Directors may temporarily stay the effect of an outcome pending appeal, following a written petition sent to the Executive Director, which will be transmitted to the Board of Directors for immediate consideration.

Part a) Grounds for Appeal

An appeal shall be based on one or more of the following grounds:

1. Procedural error that substantially affected the outcome of the case.
2. Bias or conflict of interest in the case.
3. New information that was not available at the time of adjudication that could substantially affect the finding of responsibility.
4. Sanctions that are disproportionately severe in light of the violation committed.
5. Determination of responsibility against the weight of the evidence.

The Board of Directors will consider the written appeal and determine if one of the five grounds for appeal exist. If a concurrence of a majority of the Board of Directors finds that no grounds exist, it may deny the appeal out of hand. If grounds are determined to exist, the Board of Directors may accept the appeal and either reverse the original body's decision or opt to hear the case. If a hearing is decided upon, the Board of Directors will select three (3) members of the ISC to adjudicate the case on an appeals panel. The three (3) selected members of the appeals panel cannot have served in the original ISC review.

Part b) Appeal Procedure

Appeals hearings may happen at an in-person, phone, or virtual meeting.

During an appeal, a member of the Board of Directors will preside. The Executive Director will present an opening statement, followed by an opening statement to be offered by the respondent. The Executive Director will then present their case, followed by the respondent presenting theirs. The Executive Director will then present their closing statement, followed by the respondent presenting theirs.

The appeals panel will render its verdict and inform all parties within five (5) business days.

Subsection 1)

Except as required to explain the basis of new information, an appeal shall be limited to a review of the decision letter issued in accordance with this Code, the minutes of the conduct proceedings as defined herein, the appellant's written statement, and any written response or memoranda prepared by the Director of Fraternal Standards, Executive Director, or ISC.

Subsection 2)

The appeals panel, with a majority vote, may affirm or reverse in whole or in part the findings of responsibility and sanction assigned, reduce the sanction assigned, and/or remand the case for Board of Directors review. Upon further review, a concurrence of a majority of the Board of Directors shall have the authority to amend ISC appeal terms.

Title 5 Fraternity Finances

Section 1 Operations and Bookkeeping

It shall be the responsibility of the Treasurer to ensure that proper bookkeeping and financial operations are being executed, but the day-to-day financial operations of the Fraternity will be undertaken by the professional staff.

Section 2 Dues

Members of the fraternity are required to pay dues, subject to Title 2 – Membership - of the Code. Dues will be assessed to the chapters during each academic semester – the Fall semester will be from September through December and the Spring semester will be from January through May. The dollar amount of dues for the upcoming academic year will be set by the Board of Directors and announced at the Convention preceding the academic year in question.

It shall be the responsibility of the professional staff to see to the timely and orderly collection of dues from the chapters, and the professional staff shall, with the approval of the Board of Directors, establish timelines and processes for collection, and the consequences for non-payment.

Section 3 Fines

Fines may be assessed to chapters and individual members of the fraternity. Fines may be given in two categories:

Part a) Fines for Failure to Report/Attend

A chapter or individual member may be assessed a fine for failure to file a required report in a timely manner, for failure to attend (or tardiness at) an event where their attendance was required, or as directed by the Board of Directors. Fines may only be given in this way when the chapter or member being fined understood the timeline or requirement to which they were being held and was aware of the potential monetary consequence.

Part b) Fines as Judicial Sanctions

Fines as judicial sanctions may only be assessed after due process is afforded, as outlined in Title Five of this Code.

Title 6 National Event Attendance

Section 1 National Convention

Each Chapter will be required to send delegates to Convention which comprise 25% of its total Active count (rounded up). No chapter will be required to send more than 5 delegates to convention. Total active count will be calculated each Spring based on the house size of the current and previous semesters.

Chapters that fail to send delegates may be charged the cost of registration and hotel lodging for missing delegates.

The Board of Directors may exempt up to three chapters from this requirement at their discretion based on hardship.

Section 2 Winter Orientation

Chapters that fail to send a delegate to President's Orientation will be fined \$500. Chapters that fail to send a delegate to a second President's Orientation within a four-year period will receive a \$1000 fine and be placed on alcohol-free status for one year. Chapters that fail to send a delegate to three President's Orientations within a four-year period will be closed. To be considered in attendance, the delegate must be present each time roll is taken. Delegates who are late may be fined at the discretion of the Board of Directors.

Section 3 New Member Education Retreats

Chapters that fail to send their new member educator to the twice-annual education retreats will be unable to take a class during the following semester. There will be an educational retreat at the International Convention in May and Winter Orientation in January of every year. To be considered in attendance, the new member educator must be present each time roll is taken. New Member Educators who are late may be fined by the Board of Directors.

Title 7 Sexual Assault Prevention Education

Section 1 Standard

Each chapter will be required to undergo sexual assault prevention training at least once during each academic year. Training should be facilitated by a qualified professional. Failure to undergo this training will result in the chapter losing insurance coverage for the following semester.



Title 8 Branding and Apparel Guidelines

The Lambda Phi Epsilon brand shall be defined as all those images, phrases, marks or other signifiers that are associated exclusively with the Fraternity. These include, but are not limited to “Lambda Phi Epsilon,” “Lambda Phi Epsilon International Fraternity, Inc,” “LFE,” “LPhiE,” “Leaders Among Men,” the image of the crest, our Greek Letters, the Kanji version of the Greek Letters and the official Fraternity flag.

Section 1 Apparel Standards

All apparel bearing the name and/or letters of Lambda Phi Epsilon must be in good taste (as defined by the Board of Directors and any pertinent host-institution guidelines.)

Apparel bearing the Lambda Phi Epsilon Greek or Kanji letters may only be worn by members of the Fraternity. Apparel bearing the words “Lambda Phi Epsilon” may be worn by non-members but only when the apparel is for promotional purposes (for instance, “I <3 Lambda Phi Epsilon,” “My son is a Lambda,” etc.)

The Board of Directors may make exceptions to these standards at their discretion.

Section 2 Proper Disposal of Letters

All letters that are no longer in presentable shape or are to be disposed of should be safely and respectfully burned. Retired letters should not be distributed away to donation centers.

Title 9 New Undergraduate Chapters

It shall be the responsibility of the Board of Directors to devise a strategy for expansion and to approve new chapters for admission to the Fraternity.

The process by which a new chapter is chartered will be as follows:

Section 1 Approval to Expand

Upon the recommendation of the Director of Expansion, the Board of Directors may authorize the pursuit of expansion on a new campus, and any funds that may be required for that project.

Section 2 Interest Group Phase

Once expansion has been approved for a given campus, an Interest Group (IG) should be formed, or if one already exists, that group should be recognized. The Members of an Interest Group are not members of the fraternity and do not enjoy insurance coverage or any of the other benefits of membership, regardless of the level of support they may be receiving from officers or representatives of the fraternity.

Part a) Charter New Member Educator

An IG will be led by a Charter New Member Educator (CNME,) also known as a Pledge Dad or PD. The CNME will be appointed by the Board of Directors and will be considered an Officer of the Fraternity under Title 1, Section 5 of the Code.

The CNME will be responsible for supporting the IG in its pursuit of Charter Group and, later, Chapter status. Once the IG is approved for Charter Group Status, the CNME will be responsible for conducting New Member Education under the guidance of the Director of Education.

Part b) Charter Group Phase

Before an IG will be approved to move into the Charter Group Phase, and begin New Member Education, the IG must:

1. Have at least twelve members
2. Have completed one philanthropy event
3. Have undergone sexual assault prevention education training
4. Have gained a good reputation on campus and within the community
5. Have gained the support of the campus fraternity and sorority life office (if one exists)
6. Have identified a campus staffer or professor who will serve as the chapter's campus advisor
7. Have raised the \$400 chartering fee
8. Have the new member dues raised and ready to be paid to HQ
9. Have gained the support of the governor of the district in which the eventual chapter will operate
10. Have gained the support of the Director of Expansion.

The IG must compile a written petition which includes evidence that the above criteria have been met and send it to the Executive Director and the Director of Expansion. Once that petition has been certified to meet the above requirements, the Director of Expansion will ask for the approval of the Board of Directors to authorize the opening of a Charter Group. A 3/5 majority of the Board of Directors is required to authorize an IG to move into the Charter Group Phase and begin new member education.

As soon as can be conveniently arranged after the BOD has authorized the Charter Group, the members of the IG should be inducted as new members. Once the new members have been inducted, they should be registered into the Portal, their new member dues should be paid to HQ, and new member education should begin.

Members of a Charter Group are insured under the fraternity's insurance policy and are expected to operate within the bounds of the Constitution and Code of the Fraternity.

Once New Member Education has been completed, and with the authorization of the Director of Education and the Executive Director, the new members should be initiated and the new chapter recognized and enrolled in the records of the Fraternity.

Title 10 Chapter Status Advancement

All chapters of Lambda Phi Epsilon are divided into statuses as established by Article III, Section 1 of the Constitution of the Fraternity. Chapters wishing to be promoted in status must submit various paperwork, as listed below, and deliver a presentation at the national convention.

In order to respect the constraints of time, no more than three chapters may go up for status in any given year. The Board of Directors will select the three strongest chapters from among those who submit letters of intent to be allowed to present that year. The Board of Directors will use the Chapter Accreditation Scorecard to determine the strongest chapters.

Section 1 General Requirements

In order to go up for promotion, a chapter must:

1. Be in good standing with the International Board, including being free from sanctions and from late payments on fraternity invoices for the previous 12 months.
2. Have a minimum of a bronze score on the accreditation scorecard for the previous two years

Section 2 Letter of Intent

No later than the start of Winter Orientation, the chapter must submit a written letter of intent to the Executive Director.

Section 3 Submission of Preliminary Materials

No later than March 1, chapters that have been selected to proceed, must submit the following materials to the Executive Director. The materials should be submitted at the same time. The Board of Directors will review the Preliminary Materials and determine if a chapter may proceed to the final materials and presentation phase.

Part a) Letters of Recommendation

Letters of recommendation should be procured from the following parties:

1. Regional Governor
2. Office of Fraternity and Sorority Life
3. Fraternity and Sorority Council Leadership
4. Fraternity and Sorority Partner Organization
5. Cultural Partner Organization
6. Philanthropic Partner Organization

Part b) Chapter Paperwork

The chapter must submit all of the following paperwork:

1. A full chapter roster
 2. Chapter constitution
 3. Quarterly bank statements from the most recent January, April, July and October
 4. Chapter budget from the previous and current year
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Section 4 Submission of Final Materials

No later than May 1, chapters must submit the following materials to the Executive Director. The materials should be submitted at the same time. Materials submitted in this phase should be considered final and will be provided to the House of Delegates in the form in which they are submitted.

1. Letter from the chapter president introducing the chapter and providing an overview of why, in the chapter's opinion, the chapter should be promoted.
2. Timeline of programming for the past two calendar years.
3. Overview of the new member classes that are currently represented in the chapter. Individual bios should not be submitted, each new member class that is currently represented in the chapter should be listed with a class photo and brief biographical information on each member should be included (name, nickname, line number, hometown, major, leadership positions within the chapter.)

Section 5 Presentation and Videos

The presentation should last no more than 15 minutes and should include an entrance and a presentation that demonstrates what the chapter has done that merits promotion. A video may be included at the chapter's discretion but viewing the video will count towards the time limit.

Twenty minutes will be provided for questions from members of the full-fledged chapters.

Section 6 Scoring

Chapters will be scored on the following metrics. The scoring metrics will be for informational purposes only – chapters may vote how they wish, regardless of scores on these metrics. The Board of Directors will provide the fraternity average for the chapter accreditation scorecard for reference.

Part a) Demonstration of Sustainability

1. Financial Sustainability
2. Alumni Network
3. Risk Management

Part b) Demonstration of Excellence

1. Service
2. Community/Campus Networking and Relationships
3. Academics
4. Inter-Chapter Networking and Relationships (relationships with other LPhiE Chapters)

Section 7 Deliberation

The chapters will be given 25 minutes to deliberate and then a vote will be taken by secret ballot. Each full-fledge chapter will be given one vote. A simple majority (50% plus 1) is required for promotion.

Title 11 Traditions and Marks of the Fraternity

Section 1 Flag of the Fraternity

The Flag of the Fraternity consists of a white horizontal bar across a royal blue field with the fraternity crest in the center. On the left of the seal, within the white bar are the Greek letters for Lambda Phi Epsilon and, to the right of the seal, is 1981, the year of the founding of the Fraternity.

Part a) Proper Use of the Fraternity Flag

The flag should never be:

- Carried upside down;
- Used in such a way that will allow it to be torn, dirtied, or damaged;
- Have anything placed on it, attached to it, or marked on it;
- Used to hold or carry anything;
- Printed with non-standard fraternity colors;
- Touching anything beneath it such as the ground, floor, or water.

No other flag should fly over the fraternity flag. The flag, when it is in such condition that it is no longer a fitting emblem for display, should be destroyed in a dignified way, preferably by burning.

Section 2 Official Fraternity Colors

The colors of the Fraternity shall be royal blue (#002366) and white.

Section 3 Mascot of the Fraternity

The mascot of the Fraternity shall be the dragon.

Section 4 Motto of the Fraternity

The open motto of the Fraternity shall be “Leaders Among Men.”

Title 12 Chapter Recognition

Section 1 Standards

A Chapter is required to meet all standards set forth by their universities, their respective councils, and the International Board to remain in good standing

Part a) Academics

A chapter must remain in good academic standing with the Fraternity and University at all times. The chapter must meet the Fraternity academic standard average GPA of 2.5, or if higher, the university standard. Failure to meet these requirements may result in sanctions by the Fraternity.

Part b) Active Membership

A chapter must meet or exceed the minimum required active count set forth by their affiliated university. University sanctions resulting from a failure to meet the minimum requirements may result in sanctions by the Fraternity

Part c) Reporting

Chapters are required to submit all required documents and dues in a timely manner to the International Board and their respective universities. Failure to submit documents on time may result in sanctions by the Fraternity.