**GRSO Constitution
Alpha Kappa Psi Professional Business Fraternity – Alpha Phi Chapter
Founded, University of Florida, January 22, 1926
(2024)**

**ARTICLE I. NAME OF ORGANIZATION**

The name of the organization is Alpha Kappa Psi Professional Business Fraternity. We will use Alpha Kappa Psi or just AKPsi to abbreviate our name. We represent the Alpha Phi Chapter of the Alpha Kappa Psi Fraternity as a whole.

**ARTICLE II. ORGANIZATION AFFILIATION**

As outlined in the RSO Classification Policy, Alpha Kappa Psi is considered a General Registered Student Organization. As a GRSO, our organization is a separate 3rd party entity, not considered a part of the University of Florida. Through registering with the University, our student group agrees to follow its policies and operate on campus with access and/or eligibility for specific campus benefits.

**ARTICLE III. PURPOSE STATEMENT**

The objects of this chapter shall be to further the individual welfare of its members; to foster scientific research in the fields of commerce, accounts, and finance; to educate the public to appreciate and demand higher ideals therein; and to promote and advance in institutions of college rank courses leading to degrees in business administration.

**ARTICLE IV. COMPLIANCE STATEMENT & UNIVERSITY REGULATIONS**

Upon approval by the Department of Student Engagement, Alpha Kappa Psi shall be a registered student organization at the University of Florida. Alpha Kappa Psi shall comply with all local, state and federal laws, as well as all University of Florida regulations, policies, and procedures. Such compliance includes but is not limited to the University’s regulations related to Non-Discrimination, Sexual Harassment (including sexual misconduct, dating violence, domestic violence, and stalking), Hazing, Commercial Activity, and Student Leader Eligibility.

*Section A. Non-Discrimination*

Alpha Kappa Psi agrees that it will not discriminate on the basis of race, creed, color, religion, age, disability, sex, sexual orientation, gender identity and expression, marital status, national origin, political opinions or affiliations, genetic information and veteran status as protected under the Vietnam Era Veterans' Readjustment Assistance Act. Discrimination on the basis of the protected classes described in University of Florida Regulation 1.006 (Non-Discrimination/Harassment/Invasion of Privacy Policies) is prohibited.

*Section B. Sexual Harassment*

Alpha Kappa Psi agrees that it will not engage in any activity that is unwelcome conduct of sexual nature that creates a hostile environment. Behaviors that could create a hostile environment include sexual harassment (which could include inappropriate sexual comments), sexual misconduct, dating violence, domestic violence, and stalking and repeated instances of cyber abuse. Sexual harassment as described in University of Florida Regulation 1.006 (Non-Discrimination/Harassment/Invasion of Privacy Policy) is prohibited.

*Section C. Hazing*

Alpha Kappa Psi agrees that it will not initiate, support, or encourage any events or situations that recklessly, by design, or intentionally endanger the mental or physical health or safety of a student for any purpose including but not limited to initiation or admission into or affiliation with any student group or organization. Hazing as defined in the University of Florida Regulation 1.0081 (Prohibition of Hazing; Procedures and Penalties) and 4.040 (Student Honor Code and Student Conduct Code) is prohibited. If found responsible for hazing, sanctions may be imposed against the organization, its leaders and/or members.

*Section D. Responsibility to Report*

The University of Florida identifies Responsible Employees and Campus Security Authorities to support the health, safety, and wellbeing of campus. If Alpha Kappa Psi becomes aware of any such conduct described in this article, they are encouraged to report it immediately to staff in Student Engagement, the Director of Student Conduct and Conflict Resolution, the University’s Title IX Coordinator, or to their Student Organization Advisor, who are identified as mandated reporters.

*Section E. Officer Eligibility*

Alpha Kappa Psi understands, acknowledges, and agrees to uphold and abide by the specific minimal requirements regarding officer eligibility as defined in the Registered Student Organization Classification and Officer Eligibility Policy.

**ARTICLE V. MEMBERSHIP**

Membership in this organization is open to all enrolled students at the University of Florida. Non-enrolled students, spouses, faculty, and staff are prohibited from holding membership, office or voting powers. All members are free to leave and disassociate without fear of retribution, retaliation, or harassment.

**ARTICLE VI. BYLAWS FOR ALPHA KAPPA PSI**

Alpha Kappa Psi may elect to maintain separate bylaws document to outline the day-to-day operations of the organization and to clarify policies and procedures otherwise not included in the previous articles. Bylaws and/or other guiding documents may not take precedence over the requirements sent forth by local, state, and federal laws, the university of Florida’s regulations, policies, and procedures, and the Student Engagement constitution requirements. Amendments and changes may be made to the bylaws and shall be consistent with the Student Engagement approved constitution on file and student engagement’s constitution requirements. Should the organization transition leadership, all bylaws and guiding documents will be transitioned to new student organization leaders and/or advisor(s). Alpha Kappa Psi agrees to provide all unaltered by laws and guiding documents and/or clarify its procedures in writing to any University of Florida student, faculty, or staff upon request.

**ARTICLE VII. STUDENT ORGANIZATION ADVISOR**

Each registered student organization must have an eligible student organization advisor. The student organization advisor must be a full-time, salaried faculty or staff member not on extended leave for 4 consecutive weeks or longer during their advisor term. The student organization advisor shall serve as a resource person providing advisory support to officers and members and may not vote or hold office in the organization

The faculty advisor shall serve as a resource person and provide advisory support for the officers and members of the organization. The faculty advisor shall be nominated by the officers and confirmed by a majority vote of the members. The faculty advisor will serve a term of one (1) academic year, with the opportunity to be reappointed. In the event that the faculty advisor is unable to continue in their position, officers may nominate a replacement at any time, to be confirmed by a majority vote of the members. Alpha Kappa Psi has elected Autumn C. Santos, Associate Director of International Programs at the Heavener School of Business, as a faculty advisor.

**ARTICLE VIII. OFFICERS**

Registered student organizations are required to have a minimum of a President, Treasurer, and Vice President as elected officers. These officers must abide by the Registered Student Organization Classification and Officer Eligibility Policy.

The elected officers of Alpha Kappa Psi shall be President, Vice-President, and Treasurer. At no time should one person hold more than one of these positions. These positions shall hold a term of one (1) year-long terms.

In addition to the aforementioned officers, additional elected officers of this chapter shall consist of Vice President of Rituals, Vice President of Alumni & External, Vice President of Social Affairs, Vice President of Professional Activities, Vice President of Membership, Vice President of Diversity, Equity, and Inclusion, Vice President of Community Service, and Vice President of Public Relations.

The term of office for all other offices aside from President, Vice-President, and Treasurer will be one academic semester. A candidate for chapter officer shall be declared elected when that member receives a number of votes equal to fifty percent (50%) plus one (1) of the quorum present. If there are more than two candidates running and no candidate receives a majority vote, there shall be a run-off vote between the top two vote recipients that occurs at the same meeting. All chapter officer positions must be elected.

The officers of this chapter (except the President, Officer in charge of the Chapter Success Plan, and Treasurer) shall be elected during the early portion of November and April respectively, and shall be installed in accordance with the installation ceremony of the Ritual of Alpha Kappa Psi. Elected officers shall serve for a term of one academic semester and appointed officers shall serve for the same length of term, with the exception that appointed officers may be removed from office at the discretion of the officer that made the appointment.

An elected officer may be removed from office for reasons including but not limited to disciplinary circumstances, “vote of no confidence,” and violations of any aforementioned rules. This removal must be approved by three-fourths of the members present in good standing at a meeting of this chapter at which a quorum is present. Such legislation must lie on the table until the next chapter meeting, which shall be at least 48 hours. The officer removed shall not be allowed to serve in said office for a period of not less than one year from the date of removal from said office. In addition, the officer removed shall not be allowed to serve in any other elected office for a period of not less than one semester or scholastic grading period from the date of removal from said office. If an elected officer is removed from office or a vacancy has been created for separate reasons (i.e.. resignations, officer ineligibility, or similar occurrences), that office shall be declared vacant and an election shall be held as soon as practical to fill the vacant office. The Chapter Secretary shall notify the Chief Executive Officer, Regional Director, Chapter Advisor and Faculty Advisor of the results of any such election within seven (7) business days of the election.

This chapter designates the Vice President as the first to temporarily succeed to the powers and duties of the president in the absence or disability of the president. The Vice President of Membership shall be the second in order to temporarily succeed if necessary.

**ARTICLE IX. ELECTIONS**

The officers of this chapter shall be elected at the last regular meeting prior to the initiation of that term’s pledge class or prior to the end of the scholastic grading periodand shall be installed at a later ceremony in accordance with the installation ceremony in the Ritual of Alpha Kappa Psi. Elections will take place in the months of April and December. Within five (5) days after the election of any chapter officer, the chapter secretary shall notify the executive director, regional director and district director of the results of that election.

1. Student members initiated during the current semester are not eligible to run for any Executive Board office the following semester.
2. Terms of office shall be one spring semester or one fall semester with the exception of the President, Vice President, and Treasurer.
3. If no candidate is elected to an office, the installed Executive Board may appoint a student member in good standing to the position.
4. All elections for office shall be conducted by secret ballot.
5. No person shall be elected to a chapter office unless that person is an initiated member in good standing within the fraternity and the University of Florida.
6. Any member may nominate any other voting member who is present at the meeting. Nominations may also be made during the election meeting prior to the closing of nominations.

A candidate for elected office shall be declared elected when that member receives a number of votes equal to fifty percent (50%) plus one (1) of the quorum present. If there are more than two candidates running and no candidate receives a majority vote, there shall be a run-off vote between the top two vote recipients that occurs at the same meeting.

In the absence of clear direction on election, amendment, and /or voting procedures, Alpha Kappa Psi agrees to follow the guidance and instruction of Robert's Rules of Order for the election or amendment process.

**ARTICLE X. FINANCE**

As a General Registered Student Organization, Alpha Kappa Psi does not receive any funding or resources from other UF Departments or Colleges, rather, this organization is funded by membership fees.

**Section 1**. The fiscal year of this chapter shall commence on the first day of April and end on the last day of the following March.

**Section 2**. A budget, covering all expected income and necessary expenses of this chapter for the coming fiscal year, shall be prepared by the Chapter Treasurer at the beginning of each fiscal year. This budget shall be discussed and approved by this chapter, and a copy of the approved budget shall be submitted to the Chief Executive Officer.

**Section 3**. The pledge fee of this chapter shall be determined by this chapter and shall be due and payable by each pledge before administration of the pledge oath. The Chapter Treasurer shall pay all Fraternity pledge fees to Alpha Kappa Psi, and send said fees to the Fraternity within seven (7) business days after the induction of each new pledge. Payment of the pledge fee entitles each pledge to a pledge manual and the use of an official pledge pin.

**Section 4**. The Fraternity initiation fee for each member shall be determined by the Chapter Congress and payable in advance of initiation. The treasurer of this chapter shall pay all Fraternity initiation fees to Alpha Kappa Psi, and send said fees to the Fraternity within seven (7) business days after the initiation of each new member. For said Fraternity initiation fee each initiate shall receive one (1) official recognition pin, a membership certificate, a subscription to The Diary until next payable due date of membership dues.

**Section 5***.* The Chapter Treasurer shall pay to Alpha Kappa Psi, and send to the Fraternity, the semi-annual Fraternity student membership dues, as determined by the Chapter Congress, for each member of this chapter prior to October 15 and February 15 of each year. Payment of dues shall entitle members to receive The Diary.

**Section 6.** The Chapter Treasurer shall pay to Alpha Kappa Psi, and send to the, the annual liability insurance premium amount, as determined by the Board of Directors, for each member of this chapter prior to October 15 of each year. **(SCCVI3C)**

**Section 7**. This chapter may assess its own dues and fees provided same are not less than the Fraternity Dues and Fees determined by the Chapter Congress.

1. New member induction dues for this chapter will be $210.
2. New member initiation dues for this chapter will be $145.
3. Student membership dues for this chapter shall be $220.
4. The Executive Board of this chapter may reduce or waive any fees or payments of a member in cases of hardship.

**Section 8**. The Chapter Treasurer shall deposit all funds in the name of and to the credit of this chapter, and shall make expenditures only upon the written authorization of the Chapter President. The treasurer shall be bonded to the Chapter Congress under a blanket bond covering all College Chapter Treasurers for the faithful performance of their duties and shall have such further powers and duties as may be prescribed by the Board of Directors.

**Section 9**. An Auditing Committee, elected by this chapter’s membership consisting preferably of at least one (1) Certified Public Accountant, shall annually audit the books and accounts of this chapter. This audit shall be made immediately after the close of its fiscal year. If for any reason the Chapter Treasurer is unable to complete a term of office, an immediate interim audit shall follow. The committee shall report directly to this chapter’s membership, and a copy of the audit shall be forwarded to the Chief Executive Officer. A separate monthly reconciliation of cash receipts and disbursements shall be performed and the results shall be promptly reported to this chapter.

**Section 10**. The bylaws of this chapter may provide for a sinking fund to be used by an appropriate housing corporation for the building or purchase of a chapter house or for the maintenance of a chapter office. No housing corporation shall own or lease real property before incorporation under the laws of the state in which the property is located. In addition, the Board of Directors must approve all housing corporations.

**Section 11**. *Every member in good standing is encouraged to continue their lifelong affiliation with Alpha Kappa Psi by donating to the Alpha Kappa Psi Foundation.*

**ARTICLE XI. DISSOLUTION OF ORGANIZATION**

Upon dissolution, student organizations are prohibited from leaving their organizational assets to any individual or any other student organization. Rather, student organizations may designate a specific charity that will receive such organizational assets. At the time of dissolution, after all outstanding debts are paid, Alpha Kappa Psi will leave any assets and outstanding funds to the Gainesville Thrives, the chapter's official philanthropy.

Upon the closing of a chapter, the chapter must return all property of Alpha Kappa Psi Fraternity Inc. to the Heritage Center. Property of Alpha Kappa Psi Fraternity Inc. includes ritual robes and regalia, all copies of the Ritual of Alpha Kappa Psi and the chapter charter.

**ARTICLE XII: AMENDMENTS TO CONSTITUTION**

Student Engagement has established a process through which constitutions may be amended, reviewed, and approved. Student organizations wishing to amend their constitutions must utilize their constitution on file listed on GatorConnect to make amendments and submit those changes to Student Engagement.

The laws of this chapter shall consist of the Ritual of Alpha Kappa Psi, the Constitution and Statutory Code, the interim edicts and regulations of the Board of Directors, the Official Bylaws of Alpha Phi, and this constitution.

This chapter may enact rules and regulations for chapter operations, providing such rules and regulations are consistent with the Ritual of Alpha Kappa Psi, the Constitution and Statutory Code, the interim edicts and regulations of the Board of Directors, the Official Bylaws of Alpha Phi, and this constitution.

These laws may be amended by a two-thirds vote of the student membership of this chapter in good standing, after first making a motion for any proposed amendment and then allowing that motion to lay on the table for at least one (1) meeting before a final vote is taken. In no case shall this chapter have the right or power to change, alter or amend any requirements of the Ritual of Alpha Kappa Psi, the Constitution and Statutory Code, or the interim edicts and Statements of Policy of the Board of Directors. All amendments or changes made to these Bylaws by this chapter shall be prepared in triplicate and forwarded to the Chief Executive Officer.

All amended constitutions must be submitted directly to Student Engagement for review and approval.