

# McDaniel College



## Petition for Charter

**Alpha Sigma Phi, McDaniel College**  
**Petition for Charter**

Dear distinguished members of the Grand Council of Alpha Sigma Phi Fraternity,

The members of the McDaniel College colony are honored to formally petition the Grand Council for a charter. Though we humbly accept our position in this great fraternity, we feel that it is the appropriate time to petition for our charter.

We have met all requirements for chartering and have successfully operated as a colony for the past one and one half years. This colony has created and perpetuates an environment of true brotherhood for its members, which allows every member to grow stronger intellectually, spiritually, physically, socially, and emotionally. By operating as a colony, we have steadily recruited between 7 and 10 new members each semester, more than any other fraternity or sorority on campus. This overwhelming popularity has allowed us to become the second largest fraternity on our campus, a position that we have held since our first semester on campus after being formally recognized by the Alpha Sigma Phi Fraternity National Headquarters.

During our brief history, we have achieved many accomplishments. We won our college's Greek Week games the first time we were eligible to participate. Furthermore, our colony has won the campus involvement award from the National Headquarters and has been recognized by the National Headquarters for having the highest new member grade point average. Last semester we held our first annual Black and White Formal and this semester marks our first founder's day tradition, which will be a formal banquet, held on founders day for all of our brothers and their families. The colony has also begun working with Canine Companions to create fundraisers aimed at raising money for this very deserving philanthropy.

The McDaniel College Colony is constantly thinking of and creating new traditions to strengthen our bond of brotherhood. One such tradition is that each member of each pledge class designs and paints a wooden shingle that includes their pledge class' design and their personal designs as well. It is the goal of each member of the pledge class and of the colony as a whole to engage in lengthy and informative conversations with every other member. Once the conversation has been completed, the two brothers sign one another's boards. Also, every Monday night we gather together and watch Monday Night Football. After the season is over, this time on Monday nights is used for us to spend some time together and build unity. Furthermore, once a week we hold a poker night. Even though we do not play for monetary gain. Instead, this night is used as another weekly opportunity for us to speak with our brothers. Monday nights are also dinner nights during which all of the brothers enjoy dinner together. All the Brothers gather outside the campus-dining hall and we all go in together. Other brotherhood activities include the creation of banners where each brother makes his own fraternity banner along with his other brothers during banner creation meetings. Our weekly meetings are another forum for discussion and catching up. These meetings are held in one of the meeting rooms in our Student Union. It should be noted here that all of these activities are voluntary. While schoolwork is the main reasons Brothers are unable to attend these events, there are some Brothers that simply bring their work along and do it at the event.

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This colony is very proud of its alumni who graduated last semester. They are a very successful group of individuals and have set a very high standard for this colony's future alumni. Of our current alumni, one is currently enrolled in medical school, two are enrolled in pharmacy school, one is a graduate student who works at our college and is still highly involved in our activities and one alumnus is currently employed at a large research facility.

It should also be noted that this colony has not received any infractions from the College alcohol related or otherwise, and that it has created its own pledge program for new members. While we have been on campus officially for two years, we have not had a single infraction placed on us by the college administration. All of our events are alcohol and drug free, whereas other Greek organizations on this campus allow alcohol to be brought in if the individual is twenty-one. We have followed the ideals of Alpha Sigma Phi and the rules and By-Laws of our college as closely as possible.

Upon closing this petition of charter, we would like to add that we bow our heads in token of our willingness to receive the "Old Gal's" instruction, and we bend our knees in token of our unswerving loyalty and undying fealty.

Fraternally,

The Officers, Founding Fathers, Alpha Class, Beta Class and Gamma Class of the  
McDaniel College Colony of Alpha Sigma Phi

Undergraduates:

Patrick Dougherty, Lee Geraci, Andrew Essman, Brad Williams, Brad Barr, Brad Burdette, Guy Dubeck, Chris Patterson, Brian Patterson, Matthew Cline, Alan Silfee, Chris MacDonald, Anthony O'Berry, Jacob Gerding, Jacob Michaels, Wes Bedsworth, Randall May, Andrew Peccarraro, Matthew Demos, James Lipchock, Matthew Pohlhaus, Adam Silverman, Chad Keller, Jamey Ayers, Mark Wheeler, Brian Buckingham, Nich Grigsby, Mohindra Ramphal

Graduates:

Jason Fitzgerald, Andrew Taylor, John Buschman, Daniel Mueller, Paul Gleespan



**McDANIEL**  
**COLLEGE**

*Founded in 1867 as Western Maryland College*

Department of Economics  
and Business Administration  
2 College Hill  
Westminster, MD 21157-4390

410/857-2450  
410/386-4614 FAX  
[www.mcdaniel.edu](http://www.mcdaniel.edu)

February 10, 2003

SUBJECT: Alpha Sigma Phi, McDaniel College Chapter

To Whom It May Concern,

It is my pleasure to write this letter of recommendation for the McDaniel College Chapter of the Alpha Sigma Phi fraternal organization. At their request, I have been Alpha Sigma Phi's faculty advisor since last fall.

For a new fraternity, I have been very impressed with the enthusiasm and energy demonstrated by the brothers of Alpha Sigma Phi. They are active and discriminating recruiters; in less than one year's time, they have grown to the second largest fraternity at McDaniel College, and their chapter boasts the highest grade point average of the College's fraternities. Their academic performance is especially noteworthy given that most of their membership is drawn from the Biology, Chemistry, and Economics & Business departments, three of McDaniel College's most challenging majors.

Our Alpha Sigma Phi chapter has been similarly active in community service and charity, both on campus and in the community of Westminster. Over the past year, their service projects have ranged from directing traffic at College sporting events to helping local townspeople to volunteering at a band competition at Westminster High School. And over the past year, the chapter has raised approximately \$600 for Canine Companions, their official charity.

I enthusiastically support Alpha Sigma Phi's petition for full charter status. If you need additional information, please do not hesitate to contact me at (410) 857-2451 or at [kmcintyr@mcdaniel.edu](mailto:kmcintyr@mcdaniel.edu). Other contact information is provided above.

Sincerely

K. H. McIntyre, Ph.D.  
Assistant Professor of Economics



*Founded in 1867 as Western Maryland College*

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To: Alpha Sigma Phi Fraternity

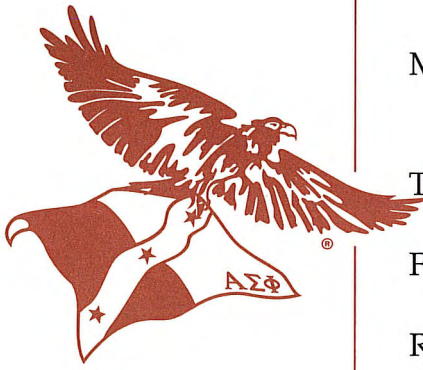
From: Elizabeth E. Chimock, Assistant Director  
College Activities Office

Date: February 7, 2003

RE: Alpha Sigma Phi, McDaniel College colony scholarship information

The men of the McDaniel College colony have a fall 2002 grade point average of a 3.33 and a cumulative grade point average of a 3.37. All 29 men exceed the standard of a 2.30 cumulative grade point average.

If you have any questions or concerns, please contact me at 410-857-2266 or by e-mail at [echimock@mcdaniel.edu](mailto:echimock@mcdaniel.edu).



ALPHA SIGMA PHI®  
FRATERNITY  
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March 3, 2003

TO: Grand Council of Alpha Sigma Phi Fraternity

FROM: James A. Vanek, Director of Expansion

RE: McDaniel College Colony Petition for Charter

**In my capacity as the Director of Expansion for Alpha Sigma Phi, I recommend that the Grand Council approve the McDaniel College Colony Chartering petition.**

This group of dedicated men has really impressed the Fraternity staff since their infancy stages in the Fall of 2000. While the group originally had five men, those five men set a strong standard for excellence on campus. It was no surprise to us that they have recruited 24 men since then. In a recent visit to campus, Brother Josh Wymer was told during his meeting with the Greek Advisor that Alpha Sigma Phi was indeed the model fraternity on campus. They have participated in regional events and have exemplified all of the values that Alpha Sigma Phi stands for. Their ascension from Interest Group to Charter caliber group has been a model for other groups to follow. They are clearly ready to take the next step in their journey.

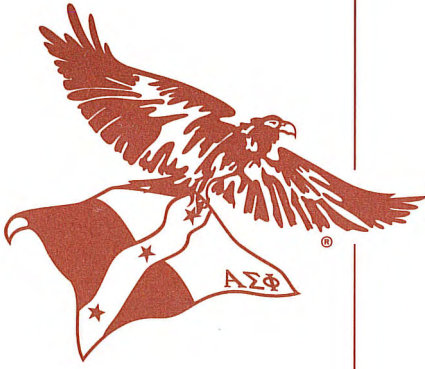
The areas of strength that have carried the colony to this point are highlighted below:

- **Community Relations:** The statement by the Greek Advisor really rings true for this colony, as they have strived for excellence in the community on multiple levels. They won the annual Greek Week event in the first year that they were eligible to participate. They are the largest fraternity on campus in just their second full year of existence with 29 men and 6 new members. The all fraternity average size is 25 men. All 35 members will be initiating upon chartering. They have been proactive in addressing the social pressures of today's college scene, which has lead to an outstanding risk management program.

- **Scholarship:** This Colony places academics as the cornerstone in planning events and recruiting men. The men realize that while brotherhood is important, academics is the key to creating and perpetuating a brotherhood that will exist for many years to come. That is why they have brothers coming to events with homework, and actually do their homework during brotherhood events. This type of realization is very favorable for a new group and it shows in their GPA. The group has a 3.37 Cumulative GPA and every member exceeds the 2.3 minimum GPA.
- **Service:** The unique part about this group's service activities is that they work hard to promote not only Alpha Sigma Phi, but the Greek Community in general. They participate in many activities with other fraternities and sororities and have hosted events with the American Red Cross to promote blood and bone marrow donations. They are participating in all of the Greek activities in full force, which is just another reason why they continue to recruit good men to join the brotherhood.

The men of the McDaniel College Colony have demonstrated a steadfast dedication to our values. They are more than ready and deserving of gaining their charter. If you have any further questions on the petition, feel free to contact me at [jim@alphasigmaphi.org](mailto:jim@alphasigmaphi.org)





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## MEMO

TO: Grand Council of Alpha Sigma Phi Fraternity

FROM: Jeremy Rodgers, Chapter Leadership Consultant

SUBJECT: Recommendation for McDaniel Colony for Chartering

DATE: February 6, 2003

After a recent visit with the McDaniel College Colony of Alpha Sigma Phi I would recommend this group to become a Chartered Chapter of the Fraternity. The group possesses many of the qualities that *we* as an organization have established as guidelines that are to be followed by all members. The McDaniel Colony exemplifies the values that are given to us in our ritual with out knowing what is really taught.

Allowing the group to fully witness what our rituals are and the hidden teachings that are throughout the esoteric ceremonies will only reinforce the groundwork that they have laid thus far. The men are at the point in their fraternal development where they are looking for deeper meaning and reinforcement in their ideals that they have established for themselves. Experiencing the ritual will also strengthen the bonds of brotherhood that they share already and will make those bonds life long.

Right now is the perfect time for the Colony to become a Chapter. The eldest members of the group will be graduating in May. It would be a testament to all of their hard work a dedication to end their undergraduate life with completing this stage in their fraternal experience. As for the rest of the members this will allow them to carry the flame on that will be soon past onto them.

It is with pride that I recommend the McDaniel Colony to become a Chartered and fully support their petition to Charter.



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**A Short History of the McDaniel College Colony of Alpha Sigma Phi**

Our group started as five men in the fall of 2000. These men came together with the vision of creating a fraternity that was different from those already on this campus. We wanted a fraternity of gentleman one that didn't center its brotherhood on drinking but on sharing good experiences and life on campus. We had all looked at other fraternities, and we did not like what we had seen. So we set out to change the way Greeks were viewed on campus. Over the winter and into the following spring, our numbers jumped to twenty-one men. They had all been looking for something new in a fraternity, something better. I was this spring when we looked at various national fraternities and found Alpha Sigma Phi. In our talks with other fraternities, we heard all about how they had so much money and about their famous alumni. But with Alpha Sigma Phi, we heard about values, and how important it was to develop young men in college not just academically, but morally; to build a life based on your values and to stick with those values. This is what put Alpha Sigma Phi above all the others, commitment to values and the challenge to make us better men as a whole. It was towards the end of the spring when members started to drop due to the commitment involved with building a new fraternity.

Over the following summer the school and the national fraternity recognized us as an interest group. That fall, we started with ten men. We had a pledges class of seven men, making us the second largest fraternity on campus. We worked on our relations with the sororities on campus, and worked to establish ourselves as a colony. We began treating the group as a chapter, and worked on community service and social events that were open to the whole campus. We continued this into the spring, gaining another large pledge class. This semester we became a colony and the group was energized to become a chapter. We had a taste of the deeper meaning of the fraternity, and we were hungry for more. That spring we also won the first Greek Week games we participated in. Part of our winning involved a monetary prize to be donated to our national philanthropy.

At the start of this past fall, we began to establish ourselves even further. We worked for campus safety at our home football games, earning money for the fraternity. We also got in contact with Canine Companions, and began fundraising for them through raffles at the home football games. This money, along with the prize from Greek Week, will be sent at the end of the semester. We also held a goal setting retreat, setting goals for chartering and for where we want our fraternity to be in the next 5 years. We also had a pledge class of nine men, all of whom went through the pledge program devised by the pledge educator and the president. This was our first such program and all the pledges had a good time. They learned about the fraternity, its place on our campus and what our brotherhood means. They went through the pledge ceremony, kindly done by the brothers of the Delta Eta Chapter at Salisbury University.

Currently, we are working on our petition to charter our colony. This project has gotten the whole colony excited, and we are ready for it to happen. We have worked hard, through opposition at times, to establish ourselves on this campus. We have been involved in community service events; social events open to campus; and many nights of

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sharing brotherhood, values and bonding in Alpha Sigma Phi. Our brotherhood is strong, and our commitment to Alpha Sigma Phi Fraternity is absolute.

As for the future of our Fraternity on the McDaniel College campus, we see great things. To keep our Brotherhood strong, we would like to see chapter grow to between thirty and forty brothers. This will allow us to be strong in numbers, but it will also help keep the chapter from growing to distant between Brothers and keep us from becoming segmented. This past year we have been allowed a floor for the brothers to live on, and we hope to expand that floor, so that a total of twenty-one to thirty brothers can live there. In the future, we would like to improve our alumni relations, which includes inviting alumni to Founders' Day Dinner held every year, and also inviting the to Homecoming. We would also like to establish a McDaniel College Alumni Chapter, which will become possible once more brothers graduate. Our current brothers have already mad a pledge to be active alumni, as much as time allows. As to our on campus goals, we are striving for excellence in academics and for campus involvement. With regard to academics, we have many brothers with similar majors, which allows, them to study together. Also, we are striving to better our Brotherhood as much as possible. We plan on holding more retreats and Brotherhood activities, to remind our brothers that our Fraternity is not all work all the time. We are continually looking for ways to better our Fraternity, and ourselves and with so many innovations and new ideas flowing during meetings and discussions, we will always be growing. This is what our future holds right now

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**Community Service and Philanthropy**

Over the 2001-2002 school year, our biggest service event was working for Resurrection Farm. This is a working farm that helps impoverished people to get out of that state. We spent time working on this farm. We had to major philanthropy activities. Part of our Greek Week was a Penny War among the Greek community to put towards Greek games. The money raised by our jar went to Canine Companions. We also participated with a sorority on campus, Phi Mu, in a Bowl-a-Thon. The money for this event went to the Children's Miracle Network. We plan to make this a regular partnership to raise money for a good cause.

During this school year, we have taken part in some community service and have plans for other community service activities. During the fall semester, we had two major service activities. First, we participated at a local high school band competition. We helped direct the groups as they arrived and told them where they needed to be and helped them in that respect. We also participated in the Baltimore Zoo's ZooBoo. This involved going to the Baltimore Zoo and doing different reading activities with children. Our major philanthropy activity during the fall was doing 50-50 raffles at our home football games. The money raised from this went to Canine Companions. This also will be a regular philanthropy event.

For the spring semester, we have two major events planned and are also in the process of signing up projects that we can do on a regular basis. We will be helping out with a campus-wide service activity entitled the McDaniel Jubilee. This is an annual carnival put on free for the children of our local community. We will be running a booth

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at the carnival for the children. Our second project is that we will be co-sponsoring an American Red Cross Blood Drive. This will involve us in many hours of getting donors before the drive, as well as helping with the donors on the day of the drive with filling out paper work and helping them recover after giving blood. As projects that we are planning on using for regular service, we will be taking part in the Adopt-a-Highway project and finding a local service agency that we can help.

We are continually increasing our involvement in service activities. We recognize the importance of service as it helps us grow as a group, as well as helping our Greek community, and the entire community that we are apart of.

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**Brotherhood Development**

We have always made an effort to emphasize and hold events to promote brotherhood. These events range from meals together in our dining hall or at the local bar & grille to Monday Night Football at a brother's apartment. More recently we have started a tradition of having a brotherhood event every Friday night. We use this time to hang out and de-stress after the week. We watch movies, play board games and video games, play poker, and just spend time with the brothers we do not see often during the week. We have also made it a practice to hold at least one or two brotherhood retreats, where we spend a day together talking about our values and dreams for our colony.

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**Social Activities**

If a member of any other Greek organization on this campus was asked what a 'social' was, their immediate response would be "getting drunk with another Greek group." As the only truly dry fraternity on this campus, we are slowly working to change the existing definition of a social. Recently a group of our brothers went to a national conference at Pennsylvania State University, where they received a lot of good ideas from other chapters who have been very successful at holding dry socials with sororities on their respective campuses. We are putting these ideas into action and have already scheduled a barbecue with one sorority and are planning a trip to the beach with another.

We are making a name for ourselves among the independents on this campus also. We always have a tent and barbeque at home football games. We held a dry Super Bowl party that everyone enjoyed. We are showing the campus community that you can have a good time without alcohol.

Last year we organized our first Black & White, which was the envy of campus and a great time for all of us who were able to go. We are planning on doing this again at the end of spring semester. Last fall we held a Founder's Day dinner, where we invited family and significant others to join us in celebrating the founding of our fraternity and also to let them know what we have accomplished and where we are heading.

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**Fundraising**

Last year was our first year of significant fundraising. It's been rocky beginning, but we're learning from our mistakes. Our first venture was to hold raffle drawings and sell candy at football games. We raffled off Ravens tickets with minor success, while a couple fifty-fifty drawings were a bit more profitable. In the spring last year, one of our members had the idea of holding a Battle of the Bands. In one night we managed to bring in a profit of \$900, which is one of the biggest single incomes any organization has collected here on campus. Last semester, we held more raffles at football games and brainstormed about new ideas. The choice experiment was selling Pizza Cards. We spoke with a local Papa John's and worked out a deal to sell a \$10 card, which acted as a twenty-time, buy-one-get-one-free card. We were met with moderate success. This spring, however, we are going to try many more fundraising techniques. Our next project is a different type of drawing involving gift certificates. We are asking local businesses to donate gift certificates, and we're selling \$1 tickets for the drawing. In April, our campus has "Spring Fling," where different organizations have booths set up and there are different free activities as well. We will be setting up a pie-throwing booth, where people can throw pies at the brother of their choice. Finally, this May we are holding the second annual Battle of the Bands, and we are expecting bigger and better results. We are continuing to hold committee meetings and are always trying to think of new ideas. Who knows what next year may hold?



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**Pledge Program**

**Week 1:**

**Night 1**

During the first meeting the pledges are informed of the activities they will be participating in through out the pledge program. Those activities include planning a social event, a fundraising event, and a service event. They can ask the heads of each of these committees for help as well as the other brothers. The pledges are invited to eat at least one lunch a week together with other brothers. On Monday nights the pledges eat dinner with the rest of the members.

The first meeting also includes completing bioforms and discussing what fees are expected to be paid as a pledge. Pledges are also encouraged to attend sporting events with the brothers as well as forming their own teams.

**Night 2**

All of the second nights during the week are brotherhood events that involve the whole fraternity in an attempt to have all the brothers begin to get to know the pledges. Examples of these events are movies, dinners, going places to bowl, playing basketball, or playing cards. All events follow both Alpha Sigma Phi's and McDaniel College's no hazing policies. We also have board game nights. Board games also offer a great opportunity for the pledges to interact more on a one-on-one basis

**Week 2:**

**Night 1**

The brothers will complete shingles that are to be painted and the pledge class will come up with the design.

**Night 2**

This will be a general movie night. The pledges will pick the movie. Around this time is normally when sororities take new pledge classes as well. We normally make congratulatory signs for all sororities on their pledge classes.

**Week 3:**

**Night 1**

During week 3 is when we begin to teach the pledges the history of the fraternity. They are taught the history of fraternities and the Greek alphabet also.

**Night 2**

This brotherhood event will be watching the movie "We Were Soldiers" after the movie we will discuss the values that are shown in the movie and how they relate to our values.

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**Week 4:**

**Night 1**

This night will be based around goal setting. The pledges will set goals for themselves, for the fraternity as a whole, a five-year plan for themselves, and they will answer the questions; why are they pledging, and why did they choose Greek life?

**Night 2**

Each brother will complete an Alpha Sigma Phi banner for his room. The pledges big brothers will help them get the materials for their banners and help them complete their own.

**Week 5 (Pinnacle Week):**

**Night 1**

This week will be devoted to finishing up any left over material and also to reflect on the pledging period what they liked and disliked. Since we are still a colony the pinnacle to this week is the pledge ceremony.

**Night 2**

This is another brotherhood night and will end their pledge period. It is either their social event or a trip out to dinner to celebrate the end of the pledge period. This event follows both Alpha Sigma Phi's and McDaniel College's non-hazing policies.

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**Risk Management**

Our Colony practices all the standards of Alpha Sigma Phi as close as possible; all of our events are alcoholic and drug free. We do not flirt with the prospect of having alcohol at our activities; it simply is not a choice for us. We have found many other ways to have fun without the help of alcohol. As a result, our Campus Safety Officers actually support any and all activities our Colony holds. We also hold the trust of our Greek Advisor to the extent that during Greek 101, an introduction to the Greek Life on campus, we are used as examples of what should be expected during pledging. We do not haze, and we treat our Pledges like the human beings they are. We do not try to break down our Pledges and build them back up again like some other Fraternities on our campus; we are pledging these men because we respect whom they are.

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**Operations Retreat**

At the Operation's Retreat, we discussed Parliamentary Procedure, as well as the responsibilities of all the Officers and Chairmen. Our main resources were *To Better the Man* and *Robert's Rules of Order*. We also discussed accountability through the development of monthly calendars. Each Chair is responsible for making a monthly calendar of activities, which are condensed into a single calendar to be reviewed at Prudential Board meetings. These calendars are then distributed to all the Brothers, so that all Brothers know well in advance when Fraternity events are.

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**Interfraternity Relations**

Our involvement in Interfraternal Relations began with helping with the formation of an Interfraternal Council, which our campus lacked. This project is still underway and will continue to build for years to come. We are also involved with the InterGreek Council (IGC), which is the student-governed body for Greeks on the McDaniel College campus. This group is designed so that all Greeks, fraternities and sororities, can come together and share ideas that benefit all Greeks on campus. The IGC also puts together “Greek Games”, which are open to all Fraternity and Sorority members across the campus. These games involve a spirit chant, a tug-of-war, a relay race and swimming competitions. It also involves the “Penny Wars”, which is a competition to see which Fraternity or Sorority gets the most pennies in their jars by the end of the week. The winner gets all the money donated to their National Philanthropy. The winner of the Greek Games gets a trophy for the next year.

# **The Constitution of Alpha Sigma Phi**

## **McDaniel College**

### **Preamble:**

In order to promote the modern-day gentleman and to form a strong Brotherhood, we, the members of the McDaniel College Colony of Alpha Sigma Phi adopt this constitution for the promotion of Alpha Sigma Phi at McDaniel College for years to come.

### **Article I: Name**

This organization shall be given the title of McDaniel College Colony of Alpha Sigma Phi until such time as chartering occurs. At that time, the title shall be extended to Chapter.

### **Article II: Purpose**

We are formed to promote lifelong friendship between Brothers and amongst the Greek community, and to serve the Brothers, Greeks, campus, and community. We will promote and add to the current Greek system while fostering scholarship and the modern gentleman. We will maintain ethical standards, enhance effective leadership skills, and continue the development of citizenship amongst all of our members.

### **Article III: Membership**

**Section 1:** Members of this Colony will be all undergraduate and graduated members of McDaniel College pledging themselves to Alpha Sigma Phi between May, 2001 and the ceasing of Alpha Sigma Phi on the McDaniel College campus. All members affiliated with the Brotherhood between May, 2001 and the groups chartering will be considered "Founding Fathers" of the chapter.

**Section 2:** Membership shall be acquired only through following the process for initiation set in the by-laws herein.

**Section 3:** All initiated members of this Fraternity are to be considered Brothers and receive all of the rights and privileges accompanied by the title.

**Section 4:** There shall be no discrimination on any basis, including, but not limited to, race, creed, religion (lack thereof), or sexual orientation by any member, new or outstanding, of the Fraternity, other than the qualification of being a male college student. Any member found in violation of said statement, shall be subject to substantial judicial action.

**Section 5:** Membership to the Fraternity may be subject to the probation, suspension, or termination through a judicial process consistent with the constitution and by-laws adopted by the colony and those of the Fraternity Headquarters.

**Section 6:** The Prudential Board may only place on probation or suspend a Brother by a unanimous vote.

**Section 7:** The termination of a Brother can only be enforced by a unanimous vote of all current Brothers in good standing with the Fraternity. (See: Art. III, Sec. 1 of By-Laws for definition of “member in good standing”)

#### **Article IV: Meetings**

**Section 1:** Regularly scheduled meetings of the colony shall occur once a week at a pre-stated time and location throughout the academic year of said college. In the event of a holiday, college vacation, or other major event conflicting with the pre-scheduled time, the Prudential Board may choose to cancel or reschedule the regularly held meeting. With these conditions considered, the colony shall not hold less than three full meetings in any complete month of the regular academic year. If the Fraternity is found to be in violation of this provision, a letter will be drafted by the Corresponding Secretary to be sent to the Fraternity Headquarters outlining the dire and pressing circumstances.

**Section 2:** The first meeting of every academic month will be considered formal, at which time distinguished guests may be invited and advisors are to be present. Appropriate dress attire is to be worn during these meetings, as it is during Fraternity rituals.

**Section 3:** A full meeting of the Fraternity, either in addition to or in place of the regularly scheduled meeting, may be called by the decision of the Prudential Board or a petition of three-fourths (3/4) of the membership in good standing with the fraternity. (See: Art. III, Sec. 1 of By-Laws for definition of “member in good standing”)

**Section 4:** All meetings of said Fraternity, whether general assembly or committee meeting, shall be governed by parliamentary procedure as outlined in the “To Better the Man” new member manual. When a situation is not covered in said manual, the Fraternity shall reference Robert’s Rules of Order and decide accordingly.

**Section 5:** The Sergeant-at-Arms may assess penalties, consistent with Fraternity ordinances already in place, in conjunction with the Prudential Board for an un-excused absence or tardiness from a Fraternity even or meeting.

#### **Article V: Officers and Elections**

**Section 1:** The elected officers of this colony shall be the President, Vice President, Treasurer, Two Members at Large, of the Prudential Board, Recording Secretary, Corresponding Secretary, Interfraternity Council Representative(s), Recruitment Chairman, Social Chairman, Scholarship Chairman, Service Chairman, Sergeant-at-Arms, Marshal, Public Relations, New Member Educator, Editor/Historian, Fund-raising Chairman, Intramural Chairman, Brotherhood Development Chairman, and the Parent/Alumni Correspondent.



**Section 2:** To be eligible for election to one of the said offices of this Fraternity, the current Brother must be in good standing according to the by-laws and policies of the Fraternity. (See: Art. III, Sec. 1 of By-Laws for definition of “member in good standing”)

**Section 3:** The privilege of voting in said Fraternity shall only apply to the duly initiated Brothers in good standing. (See: Art. III, Sec. 1 of By-Laws for definition of “member in good standing”)

**Section 4:** For elected positions of the Prudential Board or any other elected position specified in the by-laws of this Fraternity there shall be no more than two candidates at the final election for each position. Procedures for obtaining the final two candidates shall be conducted fairly in accordance to the by-laws of said Fraternity.

**Section 5:** This Fraternity shall not accept votes by word of mouth for elections or any other Fraternity vote. If a member wishes to vote but is unable to attend the appropriate meeting, they shall place their vote in a sealed envelope and submit it to the Sergeant-at-Arms as instructed by Fraternity policy.

#### **Article VI: Committees**

**Section 1:** Standing Committees of this Fraternity shall consist of the Prudential Board, Recruitment Committee, Social Committee, Service Committee, Fund-raising Committee, Judicial Committee and the Brotherhood Development Committee.

**Section 2:** The Prudential Board of this Fraternity shall consist of the President, Vice President, Treasurer, and the two Members at Large. The President shall abstain from all votes of the board except in order to break a tie of the other members.

**Section 3:** The Prudential Board shall be the executive committee of the Fraternity and whose responsibilities include, but are not limited to, the financial and operational aspects of the Fraternity.

**Section 4:** Meetings of the Prudential Board are open to all members of said Fraternity who wish to attend on the condition of silence on the part of the visiting member.

**Section 5:** The Judicial Committee shall consist of the Prudential Board, with the President chairing the committee. The committee shall also include two Brothers who are impartial to the proceedings.

**Section 6:** Committee Chairs are held solely responsible for the managerial actions, or lack thereof, of their respective committees.

**Section 7:** Special Committees can and shall be created by the Prudential Board to perform specific tasks. If the duration of said special committees are to be longer than on

month, their creation shall be affirmed or rejected at the next regularly scheduled meeting of the general assembly.

**Section 8:** The Vice President shall serve as chairman of the Prudential Board; the Recruitment Chairman shall be the chairman of the Recruitment Committee; the Service Chairman shall be chairman of the Service Committee; the Social Chairman shall be the chairman of the Social Committee; the Fund-raising Chairman shall be the chairman of the Fund-raising Committee; and the Brotherhood Development Chairman shall be the chairman of the Brotherhood Development Committee.

#### **Article VII: Finances**

**Section 1:** The revenues of the Fraternity shall be derived from the member's dues, Fund-raising activities and donations made which coincide with the ideals of this Fraternity.

**Section 2:** The Prudential Board and the Treasurer shall handle finances jointly.

#### **Article VIII: Duties of Officers**

##### **Section 1: President**

- A. Above all, the President must always act to ensure the welfare of the Fraternity.
- B. Is responsible for holding biweekly meetings with every officer.
- C. Will act as chair during all brotherhood meetings.
- D. Will serve as the primary delegate of all external relations.
- E. Shall chair the Judicial Board.
- F. Shall hold the Officer Transition Retreat during January Term, to include all former and newly elected officers.

##### **Section 2: Vice President**

- A. Shall be primarily responsible for the internal workings of the Fraternity.
- B. Is responsible for holding biweekly meetings with all committee chairs.
- C. Shall stand as chair for the Prudential Board.
- D. Will act as chair of brotherhood meetings should the President be absent.

##### **Section 3: Treasurer**

- A. Shall stand as chief financial officer for the Fraternity.
- B. Shall be responsible for conducting all financial matters and keeping a well-documented ledger of all transactions.
- C. Shall be responsible for reporting the financial status of the Fraternity at every general assembly meeting.
- D. Shall be responsible for drafting a budget for the Fraternity at the beginning of each semester to be submitted to the Prudential Board for ratification.
- E. Shall be responsible for assessing and collecting all membership dues.

##### **Section 4: Two Members at Large**

- A. Shall be responsible for hearing and voicing the concerns of the general assembly at Prudential Board meetings.

B. Shall hold two Brotherhood forums a month to discuss the progress and status of the Fraternity.

#### **Section 5: Recording Secretary**

A. Shall be responsible for recording the minutes at each regularly and specially scheduled meetings unless proceedings are deemed closed to recording.

B. Shall maintain a file of all minutes of Brotherhood meetings.

#### **Section 6: Corresponding Secretary**

A. Shall be responsible for maintaining a working relationship with the Fraternity Headquarters of Alpha Sigma Phi and all advisors of the Fraternity.

B. Shall keep on file and distribute any literature provided by the Fraternity Headquarters of Alpha Sigma Phi.

#### **Section 7: Recruitment Chair**

A. Shall be responsible for presenting a schedule of recruitment events to the Prudential Board by the first meeting of each academic semester as well as a copy to the Director of Greek Life and McDaniel College.

B. Shall chair the Recruitment Committee and oversee all events with prospective members.

#### **Section 8: Social Chair**

A. Shall schedule and plan at least three dry events per semester.

#### **Section 9: Marshall**

A. Shall be responsible for maintaining and securing all ritual materials of the Fraternity.

B. Shall oversee the initiation of all new members into the Fraternity.

C. Shall sit on the Recruitment Committee.

#### **Section 10: Sergeant-at-Arms**

A. Shall maintain order at all brotherhood meetings.

B. Shall handle safety, along with the Prudential Board, at all Fraternity events.

C. Shall be responsible for issuing appropriate fines for misconduct, tardiness and absence as outlined by passed ordinances.

D. Shall remain alcohol and drug free at all official social functions of the Fraternity.

#### **Section 11: Editor/Historian**

A. Shall maintain the historical documents, a photo file, an accurate list of all members, past and present, and members profiles of the Fraternity.

B. Shall keep records of all awards given and received by the Fraternity.

C. Shall be responsible for publishing at least two newsletters per semester to be sent to alumni, parents, and advisors.

#### **Section 12: Service Chair**

- A. Shall plan at least three service projects per semester.
- B. Shall be responsible for planning at least one major annual service event.

### **Section 13: Fund-raising Chair**

- A. Shall plan at least three fund-raises per semester.
- B. Shall plan at least one major annual Fund-raising event.

### **Section 14: Scholarship Chair**

- A. Shall be responsible for keeping records regarding the academic standing of each member and aid the New Member Educator in coordinating study sessions for all new members.
- B. Shall be responsible for maintaining a file that contains information on scholarships and financial aid offered by the Fraternity, school, and state.

### **Section 15: Parent/ Alumni Liaison**

- A. Shall be responsible for keeping a file of alumni contact information.
- B. Shall plan an event for parents of Brothers in accordance with the college's Parent's Weekend.
- C. Shall plan an Alumni event with the college's Homecoming.

### **Section 16: New Member Educator**

- A. Shall hold at least one educational program and one social event for new members each week during the new member education period.
- B. Shall be responsible for creating and presenting to the Prudential Board a syllabus outlining the new member's education program each semester, which is to include study sessions each week of the new member education program.

### **Section 17: Public Relations Chair**

- A. Must seek and maintain a position writing for the college's student newspaper.
- B. Shall be responsible for publicizing all events and fund-raisers conducted by the Fraternity.
- C. Shall create and maintain an up to date recruitment brochure.
- D. Shall attend at least four Student Government meetings each semester and report all pertinent information to the Fraternity.
- E. Shall create and maintain a web page of the Fraternity.

### **Section 18: Interfraternal Council Representative**

- A. Must attend at least 85% of IFC meetings each semester.
- B. Shall be responsible for finding a replacement attendee for meetings that will be missed.

### **Section 19: Intramural Chair**

- A. Shall be responsible for organizing at least two intramural sports teams per semester, including 5% of each team being non-member Freshman or Sophomores.

### **Section 20: Brotherhood Development Chair**

- A. Shall plan at least one Brotherhood event every month.
- B. Shall plan one overnight or day retreat per semester.

### **Article IX: Hazing**

**Section 1:** No member or prospective member shall be part or take place in any action involving another member or prospective member that is not consistent with the ideals, both implied and stated within the pages of *The Student Guide and Date Book*, the official student handbook of McDaniel College, or those of Alpha Sigma Phi Fraternity.

**Section 2:** Every person, whether prospective Brother, accepted member, or an individual not associated with the Fraternity shall be granted the respect for their rights as a human being and citizens of the United States of America. This Fraternity will not tolerate or condone the harassment, abuse, or violation of any of these rights by any member or prospective Brother of the Fraternity.

**Section 3:** If any prospective Brother or member feels that they have been physically or psychologically abused in any way, it is their right and duty to themselves and to the Fraternity to contact an advisor who will bring their case to the attention of the Prudential Board, General Assembly, or Fraternity Headquarters, as they see fit, in order to bring about an equitable solution.

### **Article X: Suspension of the Constitution**

**Section 1:** This constitution may be suspended, in full or in part, by majority vote of ninety percent (90%) of the members in good standing.

**Section 2:** Upon suspension of the constitution the Prudential Board will guide the actions of the Fraternity with the aid of active advisors. An advisor shall be present at every Prudential Board meeting until such time as the cause of the suspension can be corrected.

**Section 3:** The suspension of the constitution shall last no longer than three months and shall be reaffirmed or rejected by the general assembly at the first meeting each month throughout the suspension. After said three month suspension has concluded, if no viable solution has been found to correct the situation, a redrafting of the constitution under the supervision of an advisor will be required.

### **Article XI: Amendments to the Constitution**

**Section 1:** Amendments may be brought to vote in the general assembly by action of the Prudential Board or by any member in good standing accompanied by a petition signed by sixty percent of all members.

**Section 2:** Amendments to this constitution shall be ratified and adopted upon receiving the assent of the majority vote of ninety percent of all members of the Fraternity who are

in good standing.

**Section 3:** Upon ratification, members of the general assembly, by simple majority, shall vote to establish the activation date of the newly ratified constitutional amendment.

**Article XII: Ratification of Constitution**

**Section 1:** Ratification of this constitution requires a majority vote and the signature of ninety percent of all members in good standing with said Fraternity. In addition to a space provided for the approving signature, there will be allotted a space for members that voted against the ratification to sign.

**Section 2:** Upon ratification, copies of this constitution shall be forwarded and filed with the Fraternity Headquarters of Alpha Sigma Phi, the office of the Director of Greek Life at McDaniel College, the Interfraternity Council, the serving Sergeant-at-Arms of this Fraternity, the Recording Secretary of the Fraternity. And shall also be available upon request to any Brother or qualifying organization.

This constitution is hereby adopted this \_\_\_\_ day of September, 2001

Signed Members for Ratification:

Signed Members Against Ratification:

# **By-Laws of the McDaniel College Colony of Alpha Sigma Phi**

## **Preamble:**

We, the members of the McDaniel College Colony of Alpha Sigma Phi, enact these by-laws for the strengthening of the foundation of our constitution.

## **Article I: Continuance of By-Laws**

These by-laws will continue, unabridged and uninterrupted, to govern the colony through and after the chartering of this Fraternity at McDaniel College.

## **Article II: Supremacy of the Constitution**

These by-laws are formed in order to give specific guidance to the Fraternity. During any occasion when these by-laws conflict with the constitution of the Fraternity, the constitution will settle the dispute on every occasion.

## **Article III: Membership**

**Section 1:** To maintain active membership in good standing in the McDaniel College Colony of Alpha Sigma Phi, members must:

- A. Be a current, male undergraduate student at McDaniel College
- B. Not affiliated with any other social Greek fraternity
- C. Maintain a cumulative Grade Point Average of 2.30
- D. Pay local dues to the amount of Fifty dollars (\$50) per academic semester
- E. Promptly pay all local, national and insurance dues.

**Section 2:** All members must also maintain any and all standards set by McDaniel College.

**Section 3:** Any member who fails to meet the scholastic requirements of this Fraternity or any applicable standard set by McDaniel College shall be placed on Probationary membership not to exceed one semester in duration.

**Section 4:** Rights and Duties of a Probationary Member shall be:

- A. Adherence to the same attendance and conduct policy as a member in good standing  
(See: Art. III, Sec. 1 of By-Laws for definition of “member in good standing”)
- B. Payment of any and all personal financial obligations to this Fraternity as well as to Fraternity Headquarters must be reconciled.
- C. All voting privileges shall be suspended
- D. All social privileges shall be suspended.

**Section 5:** If a Probationary Member does not rectify the reason for which he was placed



on probation in the semester time frame set by these by-laws, the Fraternity must recommend suspension of that member's membership to the Fraternity Headquarters.

**Section 6:** If a suspended member continues to fail to meet the necessary standards for membership as a member in good standing with this Fraternity, the Fraternity shall follow the procedures recommended by the Fraternity Headquarters.

**Section 7:** All members shall conduct themselves in a manner consistent not only with the letter of these by-laws but with the spirit and purpose as well.

#### **Article IV: New Members**

**Section 1:** All persons wishing to become members of the McDaniel College Colony of Alpha Sigma Phi shall meet the following prerequisites before receiving an invitation to induction:

- A. Be a current, male undergraduate student at McDaniel College in at least his second semester of study at the college with twelve (12) credits completed.
- B. Not be affiliated with another Greek fraternity.
- C. Maintain a cumulative Grade Point Average of 2.3.

**Section 2:** Membership in said Fraternity can only be obtained by acceptance of an invitation offered by the general assembly of said Fraternity.

**Section 3:** An invitation is extended to a prospective member under the following conditions:

- A. The general assembly vote shall be at a formal, full-brotherhood meeting.
- B. No prospective member shall be present at the voting session.
- C. Each prospective member shall have at least one Brother speak on each prospective's behalf.
- D. Voting shall be done anonymously through the casting of lots.
- E. The votes shall be counted by the Sergeant-at-Arms with the President present.
- F. The President shall abstain from voting except to break a tie among members.
- G. An invitation is not to be extended to a prospective if over fifty percent (50%) of the votes are against the prospective.
- H. Results of the vote will be read aloud to the general assembly by the Sergeant-at-Arms.

**Section 4:** The class of a new member is determined by the date of that member's pinning ceremony.

**Section 5:** A prospective member who is extended an invitation to become a full Brother of this Fraternity has a time period not to exceed one week from the date he is notified of the invitation to accept or decline said invitation. Requests to extend this time period shall be evaluated by the Prudential Board.

**Section 6:** A prospective member who is offered an invitation and declines has the right to do so without explanation.

## **Article V: Elections**

**Section 1:** Elections of all officers to the McDaniel College Colony of Alpha Sigma Phi shall occur in the Fall semester of each academic year. Nominations will be made in the 12<sup>th</sup> week of the semester, with elections being held in the 13<sup>th</sup> week of the semester. Officer installations shall be held in the first week of the Spring Semester.

**Section 2:** Nomination of a member for an officer position requires a second from another member in good standing. (See: Art. III, Sec. 1 of By-Laws for definition of “member in good standing”)

**Section 3:** Votes shall be counted by the current Sgt-at-Arms with the President. For the election of President, votes shall be counted by the current Sergeant-at-Arms and the Vice-President.

**Section 4:** Although displaced officers shed their duties and responsibilities of their specific office upon transfers of the position, it is the duty of all displaced officers to insure that the new officers understand the position to which they have been elected.

## **Article VI: Officers**

**Section 1:** Additional officer positions not described in the constitution may be added or officer positions removed by amendment to the constitution and these by-laws of the Fraternity.

**Section 2:** Duties of each respective officer shall be based on but not limited to those duties and responsibilities described in the “Alpha Sigma Phi Officers Guide”. Written Fraternity policy, as well as precedent, will be taken consideration with regards to the duties and responsibilities to an officer position. Additional duties may be placed on an officer by the Prudential Board or by the general assembly.

**Section 3:** An officer of this Fraternity may be removed from office by decision of the Prudential Board or by action of the general assembly. Officers may be removed from office for reasons of negligence of duties, conduct unbecoming an officer and an embarrassment to the Fraternity, incapacitation, disciplinary action of McDaniel College Honor and Conduct Board or the legal system of the United States of America, and actions, or lack thereof, that are detrimental to the Fraternity as a whole.

**Section 4:** Removal of an officer by the general assembly requires a two-thirds (2/3) vote.

**Section 5:** Officers removed from an office by decision of the Prudential Board may be reinstated by a four-fifths (4/5) vote of the general assembly.

**Section 6:** Vacant officer positions may be filled by appointment from the Prudential Board until the next election. At which time, open elections will be held for that position as well as all other positions. If a position on the Prudential Board becomes vacant, that position must be filled at the next full-Brotherhood meeting by a vote of the general assembly. Other appointments

to officer positions by the Prudential Board may be overturned by a two-thirds (2/3) vote of the general assembly.

### **Article VII: Committees**

**Section 1:** Committee goals and duties are consistent with those duties of the respective chairman.

**Section 2:** Actions and decisions each committee makes require approval and may be declined or cancelled by the Prudential Board of this Fraternity if the action or decision involves appropriations or policy.

**Section 3:** Actions and decisions of the Prudential Board and Judicial Board may be overruled or amended by two-thirds (2/3) vote of the general assembly.

**Section 4:** Committees, with the approval of the Prudential Board or the general assembly, may adopt supplemental policies that aid in the governance of the Fraternity.

**Section 5:** The President, with the approval of the Prudential Board, may appoint members to special committees to further the best interests of the Fraternity.

### **Article VIII: Meetings**

**Section 1:** A quorum of over half (½) of the members in good standing of this Fraternity must be present at the meeting in order for a voting session to be held. (See: Art. III, Sec. 1 of By-Laws for definition of “member in good standing”)

**Section 2:** All meetings, chapter, Prudential, and committee, shall have posted minutes no later than the next full-Brotherhood meeting.

**Section 3:** Penalties, in accordance with Fraternity policy, may be assessed for the absence of a member from a Fraternity meeting or event.

**Section 4:** After debate on an issue has closed, and a decision has been made, all members opposing that decision must retract their dissenting statements for the record. However, committee notes may be sited for those who dissent for the official record.

### **Article IX: Dues**

**Section 1:** This Fraternity shall pay, and hold its members liable for, any and all dues assessed on the McDaniel College Colony of Alpha Sigma Phi by Fraternity Headquarters.

**Section 2:** Local dues shall be set no later than six months preceding the final due date of the specified amount.

**Section 3:** Local dues, upon chartering, shall be no less than twenty dollars and shall not exceed two hundred dollars in a given academic year.

**Section 4:** All members who do not have the ability to pay their dues, or any part thereof, must present an alternate payment plan to be approved by the Prudential Board. The economic good standing of that member is contingent upon adherence to that previously presented and approved payment plan.

#### **Article X: Suspension of By-Laws**

**Section 1:** Suspension of these by-laws as an entire document shall not occur. Alterations to these by-laws must be done in accordance with the by-law amendment process outlined in these by-laws.

#### **Article XI: Amendments**

**Section 1:** These by-laws may be expanded, contracted, or altered in any way if done so by a four-fifths (4/5) vote of the general assembly at a full-Brotherhood meeting.

**Section 2:** Amendments to these by-laws must also be consistent with the thought, words, and ideas espoused within the constitution and the by-laws as a whole. An amendment may be struck down if it is found to be in conflict with the McDaniel College Colony of Alpha Sigma Phi constitution or Fraternity Headquarters.

#### **Article XIII: Ratification**

**Section 1:** The ratification of these by-laws will be complete with a four-fifths (4/5) vote in approval to the guidelines set within this document.

