

Southeastern Province Bylaws

Kappa Alpha Psi Fraternity, Incorporated
Southeastern Province

ARTICLE I

NAME

SECTION 1 - The name of the organization shall be the SOUTHEASTERN PROVINCE OF KAPPA ALPHA PSI FRATERNITY, INCORPORATED.

SECTION 2 - The Southeastern Province, herein referred to as the Province, shall be governed by the Constitution and Statutes of KAPPA ALPHA PSI INCORPORATED, herein referred to as the Fraternity, and the Southeastern Province Bylaws.

ARTICLE II

OBJECTIVE

A. The Southeastern Province shall be a permanent Organization constituted to act as a liaison agency between Local Chapters of the Southeastern Province and the Grand Chapter of Kappa Alpha Psi Fraternity, Incorporated, and to provide representation for Local Chapters in matters affecting interest of the general Fraternity of Southeastern Province of said Fraternity.

B. To review existing policies, procedures, and practices of all local chapters and to mandate the adoption of new policies consistent with the Constitution and Statues of the Grand Chapter of Kappa Alpha Psi Fraternity, and the Southeastern Province Bylaws.

C. To promote the general welfare of local chapters and implement the objectives of Kappa Alpha Psi Fraternity, Incorporated.

ARTICLE III

MEMBERSHIP

The membership of this organization shall consist of those Undergraduate, Alumni, and Intermediate Chapters of Kappa Alpha Psi Fraternity, Incorporated that are located within the geographical boundaries of the states of Georgia, South Carolina, and the continent of Africa. There shall be two classes of members:

a. Sustaining members – A member in good standing with the Fraternity, the Province, and local chapter not subjected to any sanctions imposed by the Fraternity.

ARTICLE IV

MEETINGS

SECTION 1 - The Southeastern Province shall meet once a year at a selected city. Each Province Council's opening and closing ceremony shall be conducted in accordance with the Fraternity's Ritual.

SECTION 2 - The presence of eight (8) Chapters and six (6) members of the Board of Directors of the Province shall constitute a quorum for conducting business at any meeting of the Province Council.

SECTION 3 - Each chapter shall have the right to three votes as follows: (i) a single delegate having three votes; or (ii) two delegates having one and one half votes each; or (iii) three delegates having one vote each.

SECTION 4 - Each Past Province Polemarch, the Province Polemarch, and each elected Province Officer shall have the right to one (1) vote at Province Council.

SECTION 5 - A chapter delegate is eligible to vote on any item at Province Council's business sessions.

ARTICLE V

OFFICERS

SECTION 1 – The elected officers of the Province shall be the Senior Province Vice Polemarch, Junior Province Vice Polemarch, Province Keeper of Records, Province Keeper of Exchequer, Province Strategus, Province Lieutenant Strategus, Province Historian, Province Chaplain, Province Internal Auditor, and six (6) Province Board of Directors Members, one (1) alumni, one (1) undergraduate, from Georgia, South Carolina, and the continent of Africa. The appointed officers of the Province shall be the Province Polemarch, Parliamentarian, and Legal Counsel. The Province Polemarch is appointed by the Grand Polemarch. The Parliamentarian and Legal Counsel are appointed by the Province Polemarch.

SECTION 2- All Province Officers, except the Province Polemarch, Parliamentarian, and Legal Counsel, will be elected at each Province Council.

SECTION 3 – Duties of Officers

A. Polemarch – Chief Administrative Officer of the Province, performs such duties as prescribed by Grand Chapter and the Province.

B. Senior Province Vice Polemarch – Perform the duties of the Polemarch in his absence. He shall perform other such duties as assigned. The Position is occupied by an Undergraduate or Alumni Member.

C. Junior Province Vice Polemarch – Member of an Undergraduate Chapter and may perform the duties of the Polemarch and Senior Province Vice Polemarch in their absence. He shall perform other such duties as assigned.

D. Keeper of Records – Keeps the minutes at Province Council and Executive Board meetings, communicates all correspondence, and keeps an accurate record of all Province business, maintains a current contact list of all Province Officers, and Undergraduate Advisors. He shall be the custodian of all official Province records. The position is occupied by an Alumni Member.

E. Keeper of Exchequer – Custodian of all Province funds, maintains financial books, prepares financial reports that are required by Grand Chapter and the Province. He shall provide periodic income and expenditure statements to the Province. His books shall be opened for inspection by any duly qualified member of the Province if requested. The position is occupied by an Alumni Member.

F. Strategus – Member of an Undergraduate Chapter preserving order and decorum to ensure only duly qualified members gain entry into prescribed Fraternity Meetings/Sessions. He shall perform other such duties as assigned.

G. Lieutenant Strategus – Member of an Undergraduate Chapter that assists the Strategus in the performance of his duties, and shall act in the absence of the Strategus. He shall perform other such duties as assigned.

H. Historian – Maintains an accurate recording of all Province activities, pictures, and news articles, records history of all Province's Undergraduate and Alumni Chapters.

I. Chaplain – Conduct the Devotional and Memorial Services at Province functions. He shall perform other such duties as assigned.

J. Internal Auditor – Shall audit the Province's financial books, statements, etc. at least twice a year and make recommendations as necessary. He shall perform other such duties as assigned. Position is occupied by an Alumni Member.

K. Province Board Members – Shall meet when notified and shall attend Province Council. The Board shall represent the Province in all legal matters, and shall transact the business of the Province when the general body is not in session. Positions are occupied by Undergraduates and Alumni Members.

L. Parliamentarian – Appointed by the Province Polemarch, shall be proficient in parliamentary procedures as outlined in the most recent version of Robert's Rules of Order, and advise the Province Polemarch as needed.

M. Legal Counsel - Responsible for any and all legal functions of the Province with respect to advice and provide legal counsel.

ARTICLE VI

PROVINCE BOARD OF DIRECTOR'S

Section 1 - At times other than at meetings of the Province, the business of this organization shall be transacted by the Province Board of Directors. The Province Board of Directors shall consist of eleven (11) members. The Polemarch, Senior Province Vice Polemarch, Junior Province Vice Polemarch, Province Keeper of Records, Province Keeper of Exchequer, and six (6) members elected at large, one (1) Alumni, and one (1) Undergraduate from Georgia, South Carolina, and the continent of Africa. Six (6) of the eleven (11) members shall constitute a quorum for conducting business.

ARTICLES VII

COMMITTEES

Section 1- The Province Polemarch shall have the power to appoint all Committee Chairmen, except the Nominating Committee Chairman who is elected at each Province Council and all Standing Committees from the membership. These committees shall have the power to resolve all matters within the sphere of their assignment area, subject to the approval of the general body, or the Board of Director's acting when the general body is not in session.

Section 2

Standing Committees:

Achievement and Awards	Necrology
Advisors	Newsletter
Bylaws	Nominating
C. Rodger Wilson Leadership Conference	Resolutions
Chapter Development	Social Actions
Membership Intake	Technology
Elections	Time and Place
Expansion/Reclamation	Undergraduate Affairs and Summit
Guide Right	Organizational Effectiveness
Kappa Foundation	

ARTICLE VIII

COUNCIL OF PAST POLEMARCHS

Section 1. There shall be a Council of Past Polemarchs composed of all living Southeastern Province Polemarch.

Section 2. The Council of Past Polemarchs shall hold at least one (1) meeting during each Province Council, and at such other times as may be requested.

Section 3. The Council of Past Province Polemarchs shall – (i) advise the current Province Polemarch on requested matters of concern, (ii) advise the Province Board on requested matters of concern

Section 4. The Council of Past Province Polemarchs shall elect from among its members a chairman, and secretary to oversee and record official minutes of its meetings.

ARTICLE IX

REVENUE

SECTION 1 – The Province budget is submitted at the Winter Board of Director’s Meeting by the Province Polemarch. Within thirty (30) days following the Winter Board Meeting, the Province Polemarch will disseminate the budget to all chapters in good standing.

SECTION 2 – Yearly per capita Province dues for Alumni and Undergraduate Members shall be determined by the recommendation of the Board of Director’s and a majority vote of the delegates registered and eligible to vote at the Province Council.

SECTION 3 – Any changes in dues adopted at the Province Council shall be effective October 1st of the following fiscal year.

SECTION 4 – There will be a fee assessed to any chapter for Non-Sufficient Funds, or returned checks. This charge is equal any fee(s) charged by the Province banking institution, and all other administrative cost associated with recouping funds.

ARTICLE X

PROVINCE AWARD

AWARDS AND ACHIEVEMENT COMMISSION

ALUMNI AWARD

SECTION 1 - There shall be a Joseph R. Jenkins Award, named for the revered Past Polemarch of the Province available only to Alumni members for extra meritorious leadership.

A. The Awards Committee shall primarily administer the Award with the concurrence of the Board and Province.

B. Members eligible for the Award shall be determined in accordance with the following requirements:

1. Meritorious participation promoting the advancement of the Province;
2. Contributions of exceptional leadership, participation, community involvement reflective in the interest of the Province;
3. Outstanding achievement in any human endeavor objectively measured in terms of the nature and extensiveness of the achievement;
4. A candidate must be in good standing with the Fraternity (Grand Chapter, Province, and Alumni Chapter), and not imposed by any Fraternity sanctions.

5. A candidate must have paid his Province dues over the current and immediately preceding four-year period, provided that if he has been a member for fewer than five years, he must have been continuously financial throughout the period of his membership.

6. A candidate has demonstrated and manifested interest in the Province in addition to the payment of dues and assessments.

C. Only such petitions shall be given consideration if originated in the alumni chapter of active affiliation. No petition shall be considered unless it has been received by the Award Committee by the Winter Board Meeting. The Award Committee shall hold a meeting to consider all petitions in time to forward its report for action to the Province Board before the Council Meeting.

D. The Award Committee shall thoroughly examine and investigate all petitions for the Joseph R. Jenkins award in accordance with this Article. It shall recommend no more than four (4) candidates to receive the Joseph R. Jenkins award to the Province Board.

E. Contingent upon a *three-fourths* affirmative vote of the Province Board, the names of the successful candidates shall be placed on the ballot at the Province Council Meeting.

F. When balloted upon at a Province Council Meeting, *three fourths* of those present and voting must cast affirmative ballots for a candidate to have the Joseph R. Jenkins award conferred. Any such vote at a Province Council meeting shall be by secret ballot.

G. All successful candidates will receive the award at the Public Meeting at the next year's Province Council.

PART II: UNDERGRADUATE AWARD

SECTION 1 – Willie J. Heggins, II Scholastic Award: The Awards Committee will issue the annual award to a junior or senior possessing the highest cumulative grade point average. A minimum cumulative grade point average of 3.5 is required. A recommendation from the undergraduate chapter advisor is required.

1. Two (2) sealed official certified copies of your most recent transcript
2. An applicant's transcript must reflect junior or senior semester/quarter cumulative hours
3. The applicant must adhere to the dates of submission prescribed by the Awards Committee
4. The applicant must be a full time student, carrying full time hours at the date of submission
5. The petition must be signed by one of the chapter's certified undergraduate advisors.
6. The applicant must be a sustaining member with no Fraternity sanctions.

ARTICLE XI

PARLIAMENTARY AUTHORITY

The Parliamentary Authority for this body shall be the most recent version/edition of Robert's Rules of Order.

ARTICLE XII

CAMPAIGN MATERIAL

No campaign material shall be distributed or posted at Province Council.

ARTICLE XIII

AMENDMENTS

Amendments to these Bylaws may be adopted at any regular meeting of the Province Council by a two-thirds vote of the delegates registered and voting, provided that the amendments have been presented to all chapters in good standing for consideration at least 45 (forty-five) calendar days prior to Province Council.

ARTICLE XIV

AUTHORITY

The Bylaws of the Southeastern Province shall not conflict with the Constitution and Statues, Policy Statements, or other Directives of Kappa Alpha Psi. Upon recognizing the conflict(s), the Province Board of Directors shall be empowered to make any necessary changes to ensure compliance.

SE Province Polemarch

SE Province Keeper of Records

Date Approved

Effective: March 30, 2012