

Phi Sigma Pi National Honor Fraternity National Interpretative Document

a tool to further clarify the policy in the National documents

Brotherhood in Phi Sigma Pi

On a national level, all members are referred to as “brothers.” However, whether conforming to a university policy or simply out of a personal preference of the collegiate chapter, collegiate chapters may choose to use the term “members” or “brothers and sisters.”

University Recognition

Collegiate chapters should not be affiliated with or fall under the jurisdiction of groups such as Greek Council, Inter-fraternity Council, National Pan Hellenic Council, Honor Society Council, or any other umbrella group that service organizations which emphasize only one aspect of Phi Sigma Pi. These groups tend to be restrictive in their policies governing organizations, especially regarding recruitment. Therefore, it is in the best interest of Phi Sigma Pi chapters to be recognized by the student government organization in the same manner as a general club or organization, exclusive of social fraternities or honor societies.

Membership

Alumni membership is automatically bestowed on any Active or Inactive Member in good standing that graduates from the sheltering institution in which they were initiated or who leaves the sheltering institution. The latter should be interpreted as the member would have to reapply to regain admission to the college in which they left. If the Active or Inactive Member owes money, is late with forms or reports, or is the subject of any disciplinary action (i.e. not in good standing) they will not be considered an Alumni Member.

Likewise, if they have left or graduated from the college or university they cannot be considered Active Members.

National Council members do not represent the specific chapter in which they were initiated. Instead, they are elected to represent the entire National Fraternity. It is for this reason that when an Active Member of a collegiate chapter is elected as a National Officer, he/she will immediately be considered an Alumni Member of that chapter. If by the end of his/her term of service he/she is still an undergraduate student fulfilling his/her chapter's requirements for Active Membership, he/she will once again become an Active Member of that chapter.

Honorary Membership is reserved for individuals who have demonstrated the highest qualities of scholarship, leadership, and fellowship through service to the fraternity or their community. Outstanding individuals who accomplish themselves in these qualities but who have failed to do so through service to the fraternity or their community shall not be considered eligible for Honorary

Membership. Likewise, individuals who meet the qualifications or have potential to meet the qualifications of Active Membership are not eligible for Honorary Membership. Since all undergraduate students and minors have the opportunity of attaining at least a 3.00 GPA, these students are or were eligible at some time to become Active Members. If a collegiate chapter wishes to further clarify and restrict this category by limiting undergraduate students from becoming Honorary Members, it may do so by amending its chapter Bylaws.

Advisors may become Honorary Members by fulfilling the same requirements required of all others. Only collegiate chapters and the National Council may bestow Honorary Membership.

National Inactivity

Nationally Inactive Members are those members claiming inactivity because they are not *in residence* and are exempt from paying National Dues.

Use of *The Ritual*

The Ritual is the primary element distinguishing Phi Sigma Pi from all other organizations. It is the principal link that unites all members of Phi Sigma Pi. Guidelines to follow when performing the Formal Initiation Ceremony, also known as *The Ritual*:

- The chapter should treat *The Ritual* seriously. Laughing, horseplay, and buffoonery detract from the sincerity of the ceremony and will not be tolerated.
- *The Ritual* should be performed professionally, free of mispronunciations and mumbling.
- Altar accessories should be in good condition (i.e., candles, badge, shield, sword, and white rose in a vase).
- *The Ritual* should be conducted only in the presence or view of Phi Sigma Pi members in a room of proper atmosphere.
- The fraternal grip and word are to be used only by initiated members of Phi Sigma Pi.
- Semi-formal attire should be worn.

Disciplinary Actions

Censure - A judgment involving condemnation; the act of blaming or condemning sternly; an official reprimand. A written reprimand for violation of a specific rule, including the possibility of more severe disciplinary sanction in the event of a violation of Phi Sigma Pi's National Constitution. Censure does not restrict a chapter's or member's privileges in any manner.

Probation - A period of trial and testing. This is also a period in which any deficit or violation is to be made good or corrected to avoid more severe action. A chapter who places a member on probation should restrict that member's privileges accordingly. Additional restrictions may occur depending on the circumstances warranting the probation. The length of probation will last until the

chapter/member has proven that the situation calling for probation has been corrected to the satisfaction of the National Council or the chapter, whoever initiated the period of probation.

Suspension - A temporary period of time during which the chapter/member shall be barred from all the rights and privileges of membership. During this period, the chapter on suspension may meet to remedy the situation, as long as this is not in conflict with university regulations; however, no service, fundraising, social, recruiting or other types of chapter-sponsored activities may be planned or completed. The member on suspension may not participate in any chapter activities. The length of suspension will depend upon the circumstances of the situation. Although temporary, the length of suspension may be indefinite. Probation is not necessarily a prerequisite to suspension. The chapter or member will be notified of the suspension by the Senior Vice President with a certified letter.

Expulsion - The permanent termination of all rights and privileges of membership in Phi Sigma Pi.

Removal of a National Officer - A National Officer charged with violating the National Constitution, malfeasance or misfeasance in office, or violating any other national policies shall be disciplined in accordance with the Sanction Proceedings established by the National Council. The National Officer may be removed from office if found guilty by a three-fourths (3/4) vote of 7 the remaining National Officers or by a three-fourths (3/4) vote of the Grand Chapter.

Revoking a Charter - The loss of all rights and privileges of a chapter and the physical removal of the chapter's charter and official fraternity material.

Grand Chapter Delegate

It is an honor to be chosen as a Grand Chapter delegate. Upon the delegate's shoulders rests the privilege of building upon the ideals established by our founders in 1916. The delegate is responsible not only for his/her chapter, but even more so for the entire fraternity. This individual must be willing to act upon issues and help make decisions, which will chart a progressive and sound future for Phi Sigma Pi. The Grand Chapter delegate should be selected and reported to the National Headquarters no later than two weeks prior to the scheduled Grand Chapter meeting. It is suggested that the chapter president should represent the chapter as its delegate, as the experience and information received will be very beneficial for the coming year's administration. The delegate should be knowledgeable in all phases of the chapter's operation during the past year. If the chapter has been financially delinquent to the National Headquarters, National Forms or Dues/Fees have not been submitted to the National Headquarters, the chapter is having membership problems, or the chapter has experienced difficulties on campus, the delegate should be fully prepared to discuss these and other matters. The delegate should know the chapter's

opinion concerning proposed legislation for the Grand Chapter meeting and should be prepared to vote intelligently on issues requiring delegate action. It is the delegate's responsibility to listen to other chapters and national viewpoints on all issues and decide which course of action best serves the entire fraternity.

It is desired that all chapters involved in legislation at a Grand Chapter meeting shall have first demonstrated their ability to properly conduct their chapter affairs before they are entrusted with the affairs of the National Fraternity.

Use of the *Scholar's Province*

The handbook is meant to be used by the Initiates as a resource, guide, and study book during the initiation program. The goal of this policy is to teach the Initiates the National Fraternity's history and ideals, membership obligations, services provided by the National Headquarters, and common ties that unite all chapters of Phi Sigma Pi. The handbook is not meant to be a substitute for collegiate chapter handouts, expectations, or references, but rather as a complement to them. Initiates should seek to fully understand what membership in Phi Sigma Pi entails before they become members. Any questions on this policy should be directed to the National Headquarters. Any current members wishing to purchase new handbooks for themselves can order them from the National Headquarters by using the Phi Sigma Pi Order Form. The chapter is responsible for any excess handbooks not used during a given semester/quarters. They should be kept as inventory for use during the following semester/quarter. Handbooks should be collected from any individual who withdraws or is removed from the initiation program. Upon formal induction into the chapter, the book becomes the property of the individual, the cost of which is covered by the National Induction Fee.

Alcohol Policy

All applicable laws must be obeyed. The use of alcohol during a Phi Sigma Pi event is discouraged but not prohibited. Alcohol may not be present at membership drive events, and the illicit use of any controlled substances at these events is also prohibited. A membership drive event is interpreted as any rush or initiation event that is organized for or by the rushees or Initiates or requires their attendance for part or all of the time. Official Collegiate Chapter monies may not be used to purchase alcohol. Official Collegiate Chapter monies are interpreted as monies collected for deposit into the Chapter's Account or accounted for in any financial management system, regardless of whether the money is intended for the general fund or a specific purpose. A Phi Sigma Pi sponsored event is interpreted as one that is organized by a Chapter. Please refer to the National Constitution (ARTICLE XX, Sections 2 and 3) and the Risk Management Manual for national policies and suggestions regarding alcohol.

Hazing Policy

Phi Sigma Pi National Honor Fraternity does not condone physical or mental

(emotional) hazing of any kind, by any definition. The Grand Chapter strictly prohibits the hazing of individuals involved in any fraternity activities, including initiation. Please refer to the National Constitution (Article XX, Section 1), the Anti-Hazing Policy, and the Initiation Manual for national policies regarding hazing.

Initiate Holdover Policy

An entire Initiate class may not be held over due to the following: Morale of the Initiate class will drop significantly. Chapters will not be rewarding those Initiates who have done well and fulfilled all the requirements of the program; and many university or college policies may prohibit holdovers and may also set time constraints on initiation programs. Please refer to your student handbook or consult with the appropriate university or college official for more information. New member information forms and Induction Fees/Dues would be delinquent. These Forms, Dues/Fees must be submitted to the National Headquarters by the established due date.

Transfer Policy

Chapters shall have the authority to accept, directly, all transferring Active Members. Each chapter shall also have the authority to request additional requirements before induction into the new chapter. These transferring active members shall be inducted into the new chapter through the use of the Formal Induction Ceremony, also known as *The Ritual*, which may be conducted at the chapter's discretion. The new chapter shall be encouraged to assign the transfer member an Active Member. The transfer process shall be complete upon the signing of the chapter roll book by the transferring member, and from that point hence they shall be considered as an Active Member of that chapter, and subject to all the rules and regulations of that chapter and the National Organization.

Use of Insignia and Letters

As a means of promoting Phi Sigma Pi throughout the campus and community as well as fostering pride among members, the fourteenth day of each month has been officially declared as a letter day. The wearing of clothing in purple, gold, and white (with or without the three Greek letters) is encouraged by the National Council. This practice is particularly beneficial to the chapter when implemented by all members on a given day. A large showing of colors on your campus will increase name recognition and campus awareness.

Phi Sigma Pi General Definitions

Alumni Chapter - A Chapter comprised solely of Alumni and/or Honorary Members who are no longer associated with the sheltering institution in which they were inducted. The chapter name is determined by the geographical region of the chapter.

Chapter - Either an alumni or a collegiate chapter. The term "chapter" may be used by itself when the type of chapter has been clearly stated in a previous

sentence or paragraph.

Chapter Operating Policies - Chapter operation rules and procedures not listed in the chapter's bylaws (i.e., dues and fines structure).

Collegiate Chapter - A chapter comprised of undergraduate members.

Controlled Substances - Any drug so designated by law whose availability is restricted (i.e., so designated by Federal or State Controlled Substances Acts).

Fraternity - Fraternities or fraternity life in general.

Initiate - On a national level, this term shall be used by members and chapters to refer to individuals who are currently involved in a Phi Sigma Pi chapter initiation program.

National Council - The volunteer board of directors who attends to the National Fraternity's business when Grand Chapter is not in session.

National Fraternity - The entire organization (Grand Chapter, National Council, National Staff, Collegiate Chapters, and Alumni Chapters).

National Headquarters - The physical location where the National Staff works.

National Office - The National Staff and the National Council.

National Staff - The paid, professional staff of the National Fraternity, hired to manage the fraternity services and administrative aspects of Phi Sigma Pi.

Phi Sigma Pi - The entire organization (Grand Chapter, National Council, National Staff, Collegiate Chapters, and Alumni Chapters).

Subrosa - A term used to identify an event/meeting, or part thereof, which is closed to the public, in which it is mandated that the happenings of the event/meeting are known only to the Brothers present.

Terms for Alum - The following terms should be used according to their proper definition:

Alumnus - singular term for a male member of a fraternity who has graduated or is no longer in college

Alumna - singular term for a female member of a fraternity who has graduated or is no longer in college

Alumni - plural form for alumnus or a combined group of alumnus and alumna

Alumnae - plural form for alumna