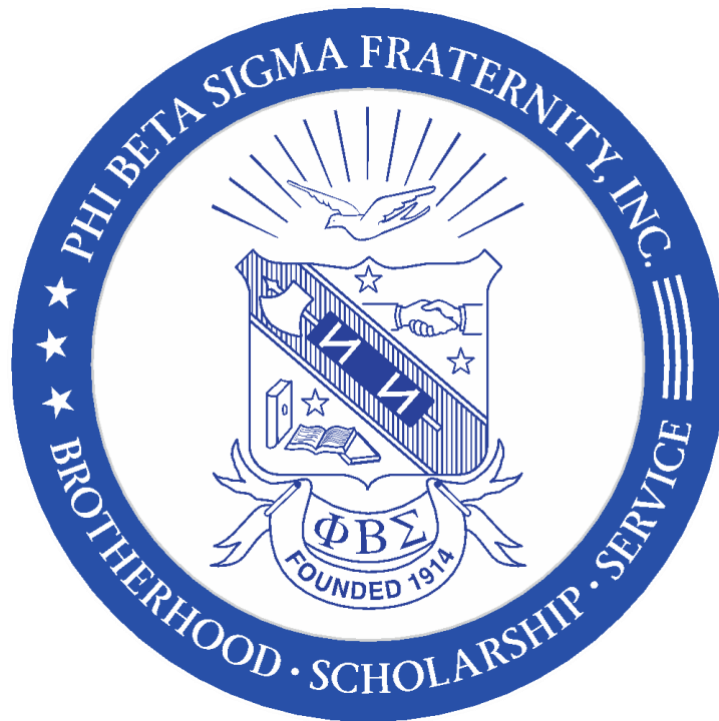


CONSTITUTION AND BY-LAWS OF PHI BETA SIGMA FRATERNITY, INC.



“Culture for Service and Service for Humanity”

2023 EDITION

As authorized and adopted by the 109th Anniversary Conclave

CONSTITUTION AND BYLAWS OF PHI BETA SIGMA FRATERNITY, INC.

PREAMBLE

WHEREAS, the objects for which this Fraternity is formed are to develop the ideals of brotherhood, service and scholarship; to promote the general welfare of all concerned and to organize chapters of this Fraternity in accordance with its Certificate of Incorporation issued by the District of Columbia on the 29th day of April 1920.

Now, THEREFORE, we bind ourselves to carry out these objects and agree to abide by the following Constitution and By-Laws.

THE CONSTITUTION

ARTICLE I – NAME AND OBJECT

- Section 1. This Fraternity shall be known as PHI BETA SIGMA FRATERNITY, INC. Its objectives shall be to advance the ideals of Brotherhood and Service; promote Education and Scholarship; develop an appreciation of our Culture and to foster such programs as may be indicated by these objects.

ARTICLE II – MEMBERSHIP

- Section 1. Membership in this Fraternity shall be limited to college men who have completed at least one grading period in a recognized college or university, except where such requirement conflicts with the rules and regulations of the college or university at which a chapter of this Fraternity operates, and they shall be eligible for membership in this Fraternity upon meeting such other requirements and qualifications as the By-Laws of this Fraternity may require, except that membership or non-membership in a particular race, or belonging to a particular religion or being of a particular national origin shall not be a requirement for membership in this Fraternity.
- Section 2. No person who is or has been a member of another intercollegiate fraternity other than an honorary or professional fraternity shall be eligible for membership in this Fraternity.
- Section 3. Phi Beta Sigma Fraternity, Inc. is an exclusively male organization. Its membership is limited to natural born males who identify as such

ARTICLE III – STRUCTURE

- Section 1. This Fraternity shall be composed of Alumni and Collegiate chapters, and the chapters shall be the basic organizational units of the Fraternity.
- Section 2. The chapters of this Fraternity shall be grouped according to Regions, and the Regions shall be constituents of the Fraternity.

- Section 3. The supreme governing body of the Fraternity shall be a Conclave, and it shall be composed of the delegates from the several chapters as provided for in the By-Laws of the Fraternity, together with the Present Elected Officers, Immediate Past International President, and the Present Directors of the Regions of the Fraternity.
- Section 4. (a) The administrative powers of this Fraternity shall rest in a General Board, which shall be composed of the elected officers of the Fraternity, the Directors of the several Regions of the Fraternity, the Immediate Past International President and a Representative of the Distinguished Service Chapter.
- (b) There is hereby established an Executive Committee of the General Board which shall be composed of the International President, International First Vice President, International Second Vice President, International Treasurer, General Counsel and two Regional Directors appointed by the International President, from among the Directors of the several Regions, provided that where a Regional Director leaves office or his term expires before the next following Conclave, the International President shall appoint another Director to fill the position until the next following Conclave.
- (c) The General Board shall establish an Administrative office for the administration of the Fraternity.
- (d) The General Board shall establish an official publication for the Fraternity called THE CRESCENT, and the General Board shall provide for the publication of THE CRESCENT in accordance with the By-Laws of the Fraternity.
- (e) The General Board shall publish a Manual of Standard Procedure. This user-friendly manual shall be updated immediately after each conclave. This manual will consist of all the Fraternity's critical information.

ARTICLE IV - POWERS

- Section 1. The Conclave shall have the power to organize and constitute Regions with general supervision over them; to combine or reallocate Regions whenever it deems it necessary; to reprimand, suspend or dissolve chapters; to suspend or expel members; to hear and adjudicate all matters that are referred to in this Constitution and By-Laws which it may lawfully do in accordance with its certificate of incorporation and under the laws of the United States or any state.
- Section 2. The Regions shall have the power to fully organize and carry out the programs of the Fraternity in their respective regions; to hold conferences; to elect officers, to suspend chapters, to suspend officers and members and recommend their expulsion to the General Board; to set up Alumni and Collegiate chapters in the respective regions in accordance with this constitution and to determine dues and assessments for chapters and members in their respective regions, provided such dues and assessments are not contrary to this Constitution and By-Laws or resolution of the Conclave. The power to suspend chapters, officers and members and/or recommend their expulsion to the General Board is vested in the Regional Directors of the respective regions, with review by the Regional Board at the next scheduled regional board meeting. If upheld, then the suspension shall be forwarded to the Grievance Committee at the next regional conference for review and submission to the Conclave if approved. Regional directors

shall also have the power to impose probation of specific duration, financial fines and limit the activities of chapters and members in accordance with the General Board approved and published Uniform System of Sanctions with review by the regional board at the next scheduled regional board meeting.

- Section 3. The Chapters shall have the power to make their own Constitutions and By-Laws, provided such Constitutions and By-Laws shall not conflict with this Constitution and By-Laws; to suspend and restore members in accordance with the By-Laws of this Fraternity and to recommend to the Conclave the expulsion of members in accordance with the By-Laws of this Fraternity.
- Section 4. The General Board, subject in all respects to the authority and discretion of the Conclave, and between the meetings of the Conclave, shall have the power and authority to do and perform all acts which the Conclave itself might do or perform, so long as such acts are not inconsistent with this Constitution and By-Laws or with any action taken previously by the Conclave; it may make recommendations to the Conclave regarding any matter relating to the Fraternity; it may call on the entire membership of the General Board whenever it deems it necessary. If it should become necessary, the General Board shall approve the appointment of officers to fill the vacancies that may occur between meetings of the Conclave.
- Section 5. The Executive Committee shall have the authority to act for and on behalf of the General Board on any matter submitted to it by the International President between meetings of the General Board, provided that the Executive Committee shall not act on any matter submitted to it by the International President where the General Board has previously acted upon such matter or has made a decision with respect to such matter; and provided further that any action taken by the Executive Committee shall be communicated to each member of the General Board not a member of the Executive Committee within five (5) days of such action requiring that he advise the International President within ten (10) days of the postmark date of such notice if he objects to such action. Both the notice and the reply must be sent by certified mail return receipt requested. Where at least two-thirds of the members of the General Board to whom such notice is sent object to such action, implementation of such action shall be stayed until the next regular General Board meeting unless the International President shall call a special meeting of the General Board to act upon the matter.
- Section 6. The officers of this Fraternity shall have such powers as specifically set forth in this Constitution and By-Laws.

ARTICLE V - PROGRAMS

- Section 1. The programs of this Fraternity shall be Bigger and Better Business, Education, and Social Action.
- Section 2. The Bigger and Better Business Program shall include the promotion and fostering of ideas for the effective organization, improvement and expansion of business and the dissemination and propagation of information for the advancement of sound business principles and practices.
- Section 3. The Education Program shall include programs of academic, economic, industrial and business education.
- Section 4. The Social Action Program shall include a direct-action program and a program of cooperation with such other social action organizations as the Conclave shall from time to time determine by resolution.
- Section 5. The establishment of the specific programs set forth in Section 1 above shall not preclude the establishment by the Conclave of other specific programs, provided that any such specific program shall not extend beyond the next following meeting of the Conclave unless specifically approved by the next following Conclave.

ARTICLE VI - OFFICERS, ELECTIONS AND QUALIFICATIONS

- Section 1. The elected officers of this Fraternity shall be an International President, an International First Vice-President, an International Second Vice-President, an International Treasurer, an International Director of Bigger and Better Business, an International Director of Education, an International Director of Social Action, an International Director of Collegiate Affairs, two International Collegiate Member(s)- at-Large, and a General Counsel.
- Section 2. The appointed officers of this Fraternity shall be the Editor-in-Chief of The Crescent, an International Executive Director, an International Director of Sigma Beta Clubs, an International Director of Sigma/Zeta Relations, the Director of Publicity, an International Parliamentarian and an International Historian. Each position shall be appointed by the International President with the approval of the General Board.
- Section 3. No elected officer (except the International Treasurer and the General Counsel) shall be elected for more than two successive terms. All appointed officers except the International Executive Director shall be appointed for one term, but there shall be no limit as to the number of their successive appointments. An appointed officer other than the International Executive Director may be removed from office by the International President for misfeasance, malfeasance, or nonfeasance in office. Upon such removal of an appointed officer the International President shall notify all members of the General Board of his action setting forth the reason or reasons for such removal.

- Section 4. The term of office of an elected officer shall begin thirty (30) days after installation of such officer and shall end thirty (30) days after installation of his successor at the next following Conclave, provided that the incumbent of such office has not been removed from office prior to that time. During this thirty-day period the Officer-Elect shall have a transition with the officer that he is replacing.
- Section 5. No member shall be nominated for, or elected to, any elective office except the office of International Second Vice-President, unless he shall have been an active member of the Fraternity for at least six successive years next preceding his nomination and shall have at some time held an elective office in the Fraternity or in a Chapter or Region of the Fraternity.
- Section 6. No member shall be nominated for, or elected to, the office of International Second Vice- President or Collegiate Member(s)-at-Large unless at the time of his nomination and election he is a full-time student at a recognized college or university pursuing a baccalaureate or other undergraduate level degree. At the time of his election, he shall have a 2.5 Grade Point Average or its equivalent on a 4.0 Grade Point Average scale or its equivalent. In the event that the International Second Vice-President or Collegiate Member(s)-at-Large shall graduate or otherwise discontinue his full-time attendance at a recognized college or university during a current school term and fails to continue his full-time attendance at a recognized college or university at the next following school term, his term of office shall terminate upon notice to him by the International President. The International President shall immediately thereafter appoint a member to fill the office for the unexpired portion of such term.

ARTICLE VII

REMOVAL OF OFFICERS & SUSPENSION OR EXPULSION OF MEMBERS

- Section 1. (a) The General Board may remove any officer of the Fraternity for misfeasance, malfeasance or nonfeasance in office, or for conduct tending to hold the Fraternity up in ridicule or contempt or tending to bring discredit upon the Fraternity provided that written charges against such officer shall be served upon him by either certified or registered mail at his last known address. Such officer shall be given thirty days from the date of service of such written charges to file a written answer with the General Board by sending a copy of such answer by certified or registered mail to the International President and to the International Executive Director to answer such charges, and provided further, that no officer shall be removed from office unless such removal shall be concurred in by at least two-thirds of the membership of the General Board.

(b) The General Board shall advise such officer of his right to appeal any decision of the General Board by filing such appeal in writing the next meeting of the Conclave through the Administrative Office at least ten (10) days before the date of the first session of the Conclave. Such member shall have the right to appear in person with, or by counsel, before the Grievance Committee of the Conclave in connection with such appeal.

Section 2. Any member of this Fraternity may be suspended or expelled upon charges preferred against him in accordance with Section 3 below. Where charges against such member are preferred to the General Board by an officer or member of the Fraternity, the General Board may suspend such member until the next meeting of the Conclave and recommend to the Conclave that such member be suspended or expelled. Unless the General Board shall recommend to the Conclave that such members be suspended or expelled, the suspension of such members shall terminate at the end of the last day of the Conclave.

Section 3. (a) No action to suspend or expel a member shall be taken by the General Board or the Conclave under Section 2 above unless at least sixty (60) days before the meeting of the General Board at which such action is to be taken, a copy of such charges shall have been served on such member by certified or registered mail at his last known address, affording him an opportunity to appear before the General Board in person to defend against such proposed action by the General Board. Any such charges must involve conduct on the part of such member which tends to hold the Fraternity up to ridicule or contempt, or to bring discredit upon the Fraternity, or involve the willful violation by such member of a provision of this Constitution and By-Laws or of a lawful resolution of the Conclave or General Board.

(b) The General Board shall advise such member of his right to appeal any decision of the General Board by filing such appeal in writing to the next following meeting of the Conclave through the Administrative Office at least ten (10) days before the date of the first session of the Conclave such member shall have the right to appear in person with or by counsel before the Grievance Committee of the Conclave in connection with such appeal.

ARTICLE VIII - MEETINGS

Section 1. The Conclave shall convene at least once each twenty-four-month period subsequent to January 1, 1988. The General Board shall determine the month, year and place of meeting of the next three Conclaves. Any chapter desiring to host a Conclave, shall submit its request to the General Board in writing through the Administrative Office at least ninety (90) days prior to the Conclave, setting forth in detail the proposed plans of the host chapter for the entertainment of the Conclave which it wishes to host. The International Executive Director shall notify every chapter of the Fraternity of such requests at least sixty (60) days before the Conclave.

- Section 2. The General Board shall have the authority and responsibility to plan and conduct each Conclave, and to appoint such committees and persons as it deems necessary to carry out such plans and to make such agreements with the Regions, local chapters and others as it deems necessary in order to effectively carry out its responsibility to conduct every phase of such Conclave.
- Section 3. Each Region shall be required to hold a conference of all chapters in the Region during years when there is no conclave.
- Section 4. Chapters shall hold meetings at least once each month; except that Chapters need not hold meetings during the months of summer recess on colleges or universities in the area where they meet or during the months of July and August.
- Section 5. There shall be at least two (2) formal meetings of the General Board subsequent to the adjournment of each Conclave. A formal meeting of the General Board shall require that a notice be sent to each member of the General Board at least thirty (30) days prior to such formal meeting. The International Executive Director shall be required to attend all meetings of the General Board. The attendance at such meetings of any other appointed officer shall be within the sole discretion of the General Board.
- Section 6. Section 6. *Meetings Held Electronically* - Except as otherwise provided in these bylaws, meetings of the General Board, Executive Committee and Committees may be conducted through the use of Internet meeting services designated by the International Executive Director that support anonymous voting and support visible displays identifying those participating, identifying those seeking recognition to speak, showing (or permitting the retrieval of) the text of pending motions, and showing the results of votes. These electronic meetings shall be subject to all rules adopted by the General Board, or in the instance of a Conclave, by the Conclave, to govern them, which may include any reasonable limitations on, and requirements for members' participation. Any such rules adopted by the General Board or the Conclave shall supersede any conflicting rules in the parliamentary authority but may not otherwise conflict with or alter any rule or decision of the Conclave. An anonymous vote conducted through the designated Internet meeting service shall be deemed a ballot vote, fulfilling any requirement in the bylaws or rules that a vote be conducted by ballot.
- Section 7. *Special Meetings* - Special meetings of the General Board may be called by the President or by a majority of the Executive Committee. The purpose of the meeting shall be stated in the call to meeting, which shall be sent to all members at least three days before the meeting.

ARTICLE IX - SPECIAL CHAPTERS

- Section 1. There is hereby established the Distinguished Service Chapter.
- (a) The Distinguished Service Chapter shall be reserved to active members who shall have been active in the Fraternity for at least ten (10) years and who shall have distinguished themselves in the Fraternity or in their respective communities and who shall have been recommended for membership in the Distinguished Service Chapter by

their Chapters, their Region and by the General Board respectively; provided that the General Board shall not recommend more than seven candidates for membership in the Distinguished Service Chapter at any Conclave; provided further, that the International President shall appoint a committee of eight (8) members who shall all be delegates to the Conclave, only two of whom can be from the same Region, and not more than two of who shall be members of the Distinguished Services Chapter, and at least one shall be a collegiate member. Each Region will have a single voting member on the committee. The committee shall review the citations of all candidates recommended to the General Board for membership in the Distinguished Service Chapter, obtain by personal interview or otherwise such other information regarding the candidates as it deems necessary, and to make its report in writing to the General Board as to the eligibility of candidates or membership in the Distinguished Service Chapter.

(b) The General Board alone shall be responsible for the recommendation of candidates to the Conclave for membership in the Distinguished Service Chapter. The fact that paragraph (a) above permits the recommendation of seven (7) candidates by the General Board, shall not be construed to preclude the General Board from declining to recommend any candidate for membership in the Distinguished Service Chapter.

(c) The Conclave alone shall have the power and authority to elect members to the Distinguished Service Chapter. Each chapter submitting a certified and verified citation shall do so by certified mail return receipt requested to the respective Regional Secretary and Regional Director no later than forty-five (45) calendar days prior to the region's Regional Conference. No region shall be allowed to submit to any Conclave more than three citations for consideration.

Section 2. The Omega Chapter shall be reserved to the deceased members of the Fraternity.

Section 3. (a) It is hereby established the Alain Leroy Locke Scholar Honors Chapter.

(b) The Alain Leroy Locke Scholar Honors Chapter shall be reserved for a collegiate member in good standing with the university where they are matriculating and who shall have been an active member in good standing in the fraternity for at least one year prior to his application and who shall have attained a minimum cumulative grade point average of 3.5 on a four- point system or equivalent using another grading scale while pursuing a degree at an undergraduate school, at an accredited college or university at the time of submission, he shall have been recommended for membership in the Alain Leroy Locke Honors chapter by his current collegiate chapter, by his Region and by the General Board respectively. The Conclave will approve all aspirants to the Alain Leroy Locke Honors Chapter. The General board shall not recommend to the Conclave more than three aspirants from each region for membership into the Alain Leroy Locke Honors Chapter. The qualifications and selection process for induction will be established by a committee appointed by the International President and approved by the General Board.

ARTICLE X - ZETA PHI BETA SORORITY, INC.

- Section 1. The Founders of this Fraternity, having assisted in the organization and establishment of Zeta Phi Beta Sorority, Inc., as the sister Greek-letter Sorority to this Fraternity, and having fostered a close relationship with said Sorority, bind us together for the purpose of promoting a spirit of brotherly love and a spirit of cooperation at all levels. This is hereby declared to be the official policy of the Fraternity.

ARTICLE XI - IMPLIED POWERS

- Section 1. This Fraternity may create such instruments, as the Conclave deems necessary or desirable to carry out the programs of the Fraternity.

ARTICLE XII - AMENDMENTS

- Section 1. This Constitution may be amended at any meeting of the Conclave by a two-thirds majority of the delegates present and voting, provided that no proposed amendment shall be considered unless it shall have been submitted in accordance with the following sections.
- Section 2. Proposed amendments to this Constitution may be submitted by any active Chapter, a Region or the General Board by filing a copy of such proposed amendment with the Administrative Office at least sixty (60) days before the date of the first session of the Conclave at which such proposed amendment is to be considered.
- Section 3. The Administrative office shall send a digest of the substance of such proposed amendment to every active chapter, every regional director and every elected officer of the Fraternity at least thirty (30) days before the first session of the Conclave at which such proposed amendment is to be considered.
- Section 4. The General Board shall refer such proposed amendments to this Constitution to the Law and Revision Committee, which shall, when its report becomes the order of business, recommend the adoption or rejection of the proposed amendment, giving its reasons for its recommendation. Where the committee recommends the adoption of the proposed amendment, it may submit such amendment in such form as it deems appropriate so long as such form shall give substantial effect to the purpose of the amendment as proposed.

BY-LAWS
SECTION I - CONCLAVE

1. Delegates to the Conclave shall be elected by their respective chapters. Each chapter shall be entitled to one delegate for every ten financial members, except that where the financial members of any chapter is more than the exact multiple of ten, it shall be entitled to an additional delegate, and provided further that each active chapter shall be entitled to at least one delegate.
2. Each chapter and each delegate must be certified by the International Executive Director as having paid all the financial obligations required by these By-Laws.
3. Each Present Elected Officer, each Past International President and each Present Regional Director shall be entitled to one vote at the Conclave.
4. Each active chapter represented at the Conclave shall be entitled to as many votes as the number of delegates to which it would be entitled under paragraph 1 above, except that if such chapter is represented by more than one delegate, and any delegate challenges the right of any other delegate to cast total number of votes to which the chapter is entitled, then the chapter shall be entitled to only as many votes as are cast by each delegate who is present and votes.
5. No resolution requiring the appropriation of monies or the expenditure of funds not previously appropriated or budgeted, shall be considered by the Conclave unless such resolution, including the proposed appropriation or expenditure, shall have been previously reviewed by the Budget Committee of the General Board, and the General Board shall have made a recommendation to the Conclave regarding such appropriation or expenditure.
6. All questions requiring resolution by the Conclave shall be decided by a majority of the delegates present and voting, unless this Constitution and By-Laws require the concurrence of more than a majority of the delegates present and voting.
7. A quorum shall consist of delegates from at least one-sixth of the active Chapters of the Fraternity.

SECTION II - GENERAL BOARD

1. The General Board shall be the administrative body of the Fraternity. It shall approve the budgets of all officers and program directors and all standing committees and special committees; it shall approve the budget of the Administrative Office and shall have general supervision over that office it shall determine the bank or banks in which the funds of the Fraternity are to be deposited; it shall approve expenditure of the Administrative Office and other officers unless such expenditures have been budgeted by the General Board or shall have been authorized by the Conclave; it may authorize any elected officer, appointed officer, or other person to negotiate contracts for any purpose of the Fraternity but no such contract shall be effective until it shall have been submitted to the Administrative Office and approved by the General Board.

2. The International President, with the consent of the General Board, shall appoint an auditor who shall regularly audit the books, records of the Fraternity and such matters as may be turned over to him by the International President or the General Board. He shall make his report to the International President within such time, as the International President shall indicate, together with such recommendations to the International President and the General Board, as he shall deem appropriate.
3. The International President, with consent of the General Board, shall appoint a parliamentarian who shall serve as the principal advisor to the International President, the officers and the committee chairmen regarding the management of the Conclave and the General Board meetings as it relates to the actual transaction of business. He shall also serve as a consultant to the Credentials Committee, the Resolutions Committee, the Elections Committee and the Committee on Standing Rules, if there is one. He shall serve as a member of the Law & Revision Committee. The Parliamentarian shall not be a voting member of the General Board. He shall perform all duties as prescribed in "Roberts Rules of Order, Newly Revised and shall maintain a position of impartiality in giving parliamentary opinions during meetings.
4. No member of the General Board shall hold two or more positions simultaneously on the General Board. In instances where this occurs, the officer(s) shall resign one or more of the positions within 30 days after the Conclave from one of the said positions.
5. No member of the General Board shall engage in a conflict of interest in the handling of the Fraternity's business. If a conflict of interest involves a member of the General Board, he shall seek to remove himself from involvement with all business transactions related to the conflict. Furthermore, no member of the General Board, in conducting the business of the Fraternity, shall seek to profit or enrich himself, his friends or associates through the finances of the Fraternity unless the business being or to be transacted has been determined by the General Board and approved by the Conclave.

SECTION III - OFFICERS

1. The International President shall be the chief executive officer of the Fraternity. He shall appoint all persons and committees not otherwise provided for in this Constitution and By-Laws; he shall represent the Fraternity at all inter-fraternal meetings, whether formal or informal; he shall act for the Fraternity between meetings of the General Board; he shall have the direct supervision over the administrative Office of the Fraternity; he shall sign all charters for new chapters after approval by the General Board; he shall preside at all meetings of the Conclave and the General Board; he shall sign all drafts prior to transmittal to the International Treasurer or payment; he shall together with the International Treasurer, sign all checks for payment of draft against the treasury, and he shall do all other things generally done by the office of the International President.
2. The International First Vice-President shall assume the Office of International President in the event of death, resignation or removal of the International President. He shall preside at all meetings of the Conclave and General Board in the absence or disability of the International President. He shall represent the Fraternity at all inter-fraternal meetings, whether formal or informal, in the absence of the International President. He shall serve as chairman of the International Membership Committee and shall carry out such duties and responsibilities as provided in Subsection (f) of Section VIII, Standing Committees of the By-Laws.

3. The International Second Vice-President shall chair the Committee on Collegiate Affairs, and he shall be the representative of that committee at the meetings of the General Board. The International Second Vice-President should preside at all meetings of the Conclave and the General Board in the absence or disability of the International President and/or International First Vice-President. He shall represent the Fraternity at all inter-fraternal meetings, whether formal or informal, in the absence of the International President and/or International First Vice-President. He shall serve as Vice Chairman of the International Membership Committee and shall carry out such duties and responsibilities as provided in Subsection 8, Standing Committees of the Bylaws. He shall work with those officers and chapters responsible for stimulating and strengthening collegiate participation in the Fraternity. He will serve as liaison between collegiate and alumni chapters to strengthen the relationships and other standing.
4. The International Treasurer shall issue financial statements to the General Board and each chapter quarterly. He shall be the chief spokesman for all financial issues of the Fraternity. The International Treasurer shall receive a copy of all payroll reports within a week after the International Headquarters receives this report. He shall receive a copy of any contract involving monetary transactions. The responsibility of the International Treasurer is to the membership of the Fraternity, and he is responsible to inform the membership and the General Board of any and all issues that may impact the financial health of the Fraternity. The International Treasurer shall be the custodian of all funds of the Fraternity. The International Treasurer, he shall record all funds as received from the administrative office and document in a double-entry accounting system. All funds received shall be deposited by the International Treasurer or any duly authorized employee of the administrative office in such bank or banks as are approved by the General Board. He shall disburse funds by reasonable means as needed and per authorization from the International President. He shall oversee monthly reconciliation of all bank accounts and credit card statements by employees of the administrative office. He shall make a monthly report to the International President of receipts and disbursements. He shall be bonded in such an amount as shall be periodically determined by the General Board. Within thirty days of the final session of the Conclave, he shall turn over to the auditor all of his books and financial records for auditing.
5. The International Director of Education shall supervise and direct the educational programs of the Fraternity. He shall cooperate with the Regions in developing these programs on a regional level. He shall be chairman of the Education fund and shall make recommendations to the General Board for disbursements from the Educational Fund. He shall submit a written report to the General Board prior to its first meeting in the year following the Conclave, setting forth a proposed educational program for the Fraternity for the current year together with an estimated budget for carrying out each phase of such program. He shall submit an annual report to the General Board and to the conclave on the operation of his office.
6. The International Director of Bigger and Better Business shall formulate, direct and supervise the Bigger and Better Business Program for the Fraternity. He shall submit a written report to the General Board prior to the first meeting of the General Board in the year following the Conclave, setting forth a proposed program for the current year together with an estimated budget for carrying out each phase of such program. He shall submit a written annual report to the General Board and to the Conclave on the operation of his office.
7. The International Director of Social Action shall direct the social action programs of the Fraternity. He shall cooperate with the Regions in developing the programs on the regional level. He shall submit a written report to the General Board prior to its first meeting in the year following the Conclave, setting forth a proposed program for the current year, together with an

estimated budget for carrying out each phase of such program. He shall keep the membership informed of significant developments in the field of social action by submitting reports from time to time to the Administrative Office and to The Crescent for distribution to the membership or for publication in The Crescent. He shall appear at such legislative and administrative hearings conducted by federal or state legislatures or agencies as he shall deem of significant concern to the membership of the Fraternity, and he shall do all other things necessary to advance the civil and human rights of the membership of the Fraternity.

8. (a) The General Counsel shall advise the International President and the General Board on all matters requiring legal advice. Where any matter requires litigation or the preparation of legal documents, contracts or other instruments, the General Counsel shall be reimbursed his actual expenses in connection with such matters. The General Board may, however, retain outside counsel in any matter it deems necessary or appropriate.

(b) The General Counsel shall be a duly licensed Attorney-at-Law admitted to practice in the courts of general jurisdiction and a Federal court of one of the states of the United States or one of its territories.

9. The Editor-in-Chief of The Crescent shall be responsible for the publication of The Crescent. The Crescent shall be published twice annually in the months of April and November, and at such other times as the General Board may decide. The Crescent shall be distributed without charge by the Administrative Office to every member of the Fraternity. The Editor-in-Chief of The Crescent may appoint not more than three associate editors, and he may assign to them such duties and responsibilities, as he may deem appropriate. He shall submit to the General Board, for approval at the first meeting of each Conclave, his budget for the publication of the Crescent, setting forth separately the projected cost for each issue.

10. (a) The International Executive Director shall be responsible for the operation of the Administrative Office. He shall be directly responsible to the International President for the effective operation of that office. He shall be appointed by the President with the approval of the General Board for a minimum term of two (2) years or maximum term of four (4) years. His terms of employment, including compensation and benefits shall be reduced to writing in the form of an employment contract. Such contract shall be interpreted under the laws of the District of Columbia and shall be the governing document if there are any disputes regarding the Executive Directors' employment. All disputes shall be submitted to binding arbitration in compliance with the regulations of the American Arbitration Association and shall be held in the Washington, D.C. Office of the American Arbitration Association. The Executive Director can be appointed to an unlimited number of successive terms, provided that each term is a minimum of two (2) years or maximum of four (4) years and meets all of the requirements delineated above.

(b) The International Executive Director may be removed from office by the International President with the consent of the General Board, but the General Board itself may remove the International Executive Director from office by a two-third's vote of its entire membership.

(c) The International Executive Director shall keep a record of all proceedings of the General Board and the Conclave; he shall keep a record of the membership of the Fraternity together with such other information concerning the membership as the General Board may require; he shall keep complete and accurate records of all matters pertaining to his office; he shall use a system of record keeping as shall be established by the General Board; he shall receive all funds for the Fraternity and shall issue receipts therefore; he shall reflect such receipts on

such books of account and in such manner as is approved by the General Board; he shall transmit such funds semimonthly to the International Treasurer in such manner as is approved by the General Board; he shall make a monthly report to the International President of the amounts collected and the amounts transmitted to the International Treasurer, and he shall make an annual report to the General Board reflecting in detail the operation of the Administrative Office with recommendations for improvements or change therein. He shall be bonded in such an amount as is approved by the General Board.

(d) The International Executive Director must be a Member-At-Large; he shall retain that membership status as long as he is the International Executive Director. He shall maintain his financial membership status upon remittance of the Member-At-Large fee directly to the International Headquarters. Also, the International Executive Director shall be entitled to one tenth of a vote at the Conclave as outlined in the Constitution and By-Laws.

11. The International Director of Collegiate Affairs shall, in consultation with Regional Directors, investigate areas of expansion and revitalization of Collegiate chapters. He shall work with, coordinate and advice Collegiate chapters, and shall encourage Collegiate programs in all areas of the Fraternity. He shall do whatever is necessary and possible within his constitutional limitations to develop a strong Collegiate structure for the Fraternity. He shall acquaint himself with the needs of students throughout the several regions of the Fraternity, and he shall make recommendations to the International Director of Education for scholarship grants from the Educational Fund that must be approved by the General Board.
12. The International Director of Publicity shall be responsible for the dissemination of information regarding the purposes and programs of the Fraternity; he shall encourage the regions and chapters to report their activities to his office, and shall advise them with respect to the establishment of effective publicity programs; he shall give particular attention to publicizing the activities of the Conclave, insofar as such activities reflect the concern of the Fraternity with the significant domestic and foreign problems of the times, and in such connection, shall be a member of the Publicity Committee established in Section VIII of these By-Laws, and shall do all other necessary things to enhance the visibility of the Fraternity throughout the country.
13. The International Historian shall be responsible for the preservation of the records of the Fraternity relating to the evolution of the organization for future reference by members or interested outside persons. The International Historian should preserve all documents such as minutes, The Crescent, newsletters, press releases, photographs, presentation handouts, etc. from General Board meetings, Conclave and other important events and gatherings of the Fraternity. These documents should be preserved in print/electronic format and be fire/water and virus protected and updated if the electronic format changes. He shall oversee an archival site for the collection of local, regional, and national historical documents acquired by him or transferred to him by members of the organization.
14. The International Director of Sigma/Zeta Relations shall formulate, direct and supervise the International Sigma/Zeta Relations program. He shall submit a written report to the General Board prior to the first meeting of the General Board in the year following the Conclave, setting forth the proposed program for the current year together with an estimated budget for carrying out each phase of such program. He shall submit a written annual report to the General Board and to the Conclave on the operations of the office.

SECTION IV - ADMINISTRATIVE OFFICE

1. There is hereby established the Administrative Office of the Fraternity.
2. The Administrative Office shall be under the direct supervision of the International Executive Director, and he shall employ such assistants as may be necessary to operate the office as long as funds for such assistants and clerical personnel are provided for in the budget of the Administrative Office as approved by the General Board.
3. The Administrative Office shall be the repository of all records, books, correspondence, memoranda and other documents or copies of any of the foregoing belonging to the Fraternity or filed in such office directly or by any person or sent to any officer of the Fraternity for filing or deposit with such office.
4. The International Executive Director shall submit to the General Board for approval, at its first formal meeting following the Conclave, the budget for the Administrative Office for the next fiscal year of the Fraternity.

SECTION V - MEMBERSHIP

1. No person shall be eligible for membership in a Collegiate chapter unless he shall be in attendance at a recognized college or university pursuing a baccalaureate degree and, who shall at the time of this initiation has a general scholastic average of not less than 2.5-point equivalent. Further, Collegiate members, upon graduation, have ninety (90) days to transfer out of the Collegiate chapter to an Alumni chapter.
2. No person shall be eligible for membership in an Alumni chapter unless he shall have been granted a baccalaureate degree or other degree by a recognized college or university, or shall have transferred from another chapter, or who, at the time of his application for membership, is no longer in attendance, but has successfully completed at least 60 credit hours of a full program at an accredited college or university, and who shall have achieved distinction in his community; provided that the chapter shall have submitted his application to the Regional Director and the Regional Director shall have approved. The Regional Director shall approve or disapprove such application within thirty (30) days, or within such period as may be indicated in the Membership Intake Guide, but if the Regional Director fails to approve or disapprove such application within thirty (30) days, the chapter may, by unanimous vote, refer such application to the General Board for final determination.
3. Each candidate for membership in this Fraternity shall make application to a chapter in the Region in which he resides based upon terms and conditions outlined in the Fraternity's membership intake and development process. The candidate for membership in the fraternity shall include an original and un-amended certified birth certificate along with this membership application. When said candidates are balloted upon and if not more than two ballots are cast against such candidate, he shall be eligible pursuant to full completion of the terms and conditions stipulated in the membership intake and development process to be initiated into the Fraternity. The chapter will adhere to the Fraternity's membership intake and development guide in carrying out the procedures resulting in the initiation of new members into the Fraternity. Before the initiation of a candidate into a chapter, the chapter shall submit a (Student/ Alumni Membership Approval Form) and (Academic Verification Form) to the appropriate university official for completion. Once the school official has returned the forms to the chapter, the chapter must forward (Application for Membership) and (Student

Membership Approval Form) to the Regional Director for his approval and to the International Office for processing. All such materials as indicated in the Membership Intake Guide, must be forwarded by the chapter to the International Office within five (5) days following the date such prospective candidate was notified of his acceptance in the Fraternity.

4. Legacy Clause

- A “Legacy” shall be defined as the brother, son (biological, adopted, or step), grandson, a great-grandson, legal ward, or immediate nephew of a brother of Phi Beta Sigma Fraternity Inc or a soror of Zeta Phi Beta Sorority Inc.
- There is hereby established the Leonard F Morse Legacy Society, to which legacies of Phi Beta Sigma members may be inducted. In addition, the Charles Robert Samuel Taylor and Arizona Cleaver Legacy Society will recognize legacy members by association with a member of Zeta Phi Beta Sorority Inc.
- A candidate for membership otherwise meeting the qualification that defines what a legacy is for the Morse Legacy Society shall be given a preference for membership. Should a chapter wish to deny membership for the legacy applicant, the chapter must provide written notice to the Regional Director with an explanation as to the reasons for the proposed rejection., provided that:
 - i. The candidate meets the membership requirements in Section 3;
 - ii. The candidate can attest to the nature of the relationship between the candidate and the fraternity member, and
 - iii. The qualifying Fraternity member has been fully financial for a minimum of three (3) years preceding the date of application.
- Chapters may appeal to the Regional Director with a request to deny a legacy candidate. The Regional Director shall review the application and the appeal and rule on the legacy applicant status.

5. Once the Chapter has received from the International Office the Student Membership Approval Form or the Alumni Membership Approval Form, signed by the Regional Director, as well as the date chosen for the initiation, the candidates may be initiated.

6. No person shall be eligible for membership in this Fraternity as an Honorary Member unless his name and credentials have been submitted to and approved by the General Board. Upon such approval by the General Board, the recommended name shall be submitted to the Conclave for approval. He shall, after his induction as an Honorary Member, be required to pay such funds the following year and thereafter to be eligible to vote. Such funds shall be determined by the General Board.

7. No person shall be eligible for Associate Membership in an Alumni Chapter unless he shall be in attendance at a recognized college or university pursuing a baccalaureate degree, and at the time of his initiation have a general scholastic average of not less than 2.50 cumulative grade point equivalent on a 4.00 grading scale. Further the collegiate must be attending an institution that is absent a collegiate chapter on the campus due to a lack of a charter, or an inactive charter, or where an institution does not recognize fraternities on its campus but does not hinder or restrict the participation in such an organization by its students.

This lack of a charter or inactive charter should be the result of the inability to obtain or maintain the eligible critical number of five potentials needed to secure the charter at the college or university, or it should be to reactivate an inactive charter where all former members are no longer in attendance.

These persons shall be allowed to be initiated and affiliate with the Fraternity through an Alumni Chapter until the eligible chartering number of at least five (5) members is attained to acquire a charter through the Fraternity and where an institution will grant recognition of a chartering of a chapter of the Fraternity based on its institutional policies and procedures where permissible.

These persons shall be treated as collegiate for membership fee purposes, whereas this membership status shall be limited to a period of up to five years in the absence of a charter or reactivated charter, whereupon, at the time of expiration the member will be reclassified as an alumni member.

SECTION VI - ORGANIZATION AND OPERATION OF CHAPTERS

1. Alumni and Collegiate Chapters shall be organized by the Regional Director in accordance with the provisions of these By-Laws.
2. Any five or more members, or persons qualified to become members of this Fraternity, desiring to form a chapter of this Fraternity, shall first make application to the Regional Director of the Region in which they reside, on forms provided by the Fraternity. They shall submit with such application such fees as the General board shall have determined.
3. Upon receipt by the Regional Director of an application to reorganize an existing charter, he shall ascertain that there is a minimum of five (5) members that have been financial for a minimum of one (1) calendar year preceding the request to reorganize, and that a majority of the applicants shall have attended a Regional Conference within the last two years preceding the request. As a part of their request, the applicants must present a draft of the chapter's bylaws along with a sustainability plan by the Regional Director for a period of not less than five (5) years. The Regional Director shall, within thirty (30) days of the receipt of such application, notify all chapters of the State in which the chapter is to be reorganized. Not less than forty-five (45) days after receiving the application, the Regional Director shall render a decision in writing to grant or deny the request for reorganization. Should the decision of the Regional Director be in the affirmative, applicants shall have ten (10) business days to forward all appropriate fees to the administrative office of the Fraternity.
4. Where there is no chapter within forty (40) miles of the member's residence, a member may transmit the amount of the annual dues established by the Fraternity, together with the amount of annual dues established by the Region, directly to the Administrative Office, and such member shall be considered a financial Member-at-Large of the Fraternity with all the rights and privileges such status confer. He shall be entitled to one-tenth of a vote at the Conclave.
5. Chapters shall be given single or compound Greek letter names. The letter "Sigma" shall be the last letter in the name of every Alumni chapter. No collegiate chapter shall use the letter "Sigma" as the last letter in its name. Chapters, as they are chartered, shall be assigned names in sequence, and this sequence shall follow the order of the Greek alphabet.
6. No members shall be transferred to another chapter except upon application to the chapter of which he is a member. The chapter of which he is a member, shall submit to the chapter to which the member wishes to transfer an acknowledgment of the receipt of such application within fifteen (15) days of such receipt, together with a written record of the member's current

financial standing in the chapter. The transferring member must satisfy all outstanding financial obligations to his current chapter before a transfer may be effectuated. In the event there are no outstanding obligations, or all obligations have been previously satisfied, the intended chapter must send the appropriate form to the Regional Director. No such application shall be made within the thirty (30) day period immediately preceding the first session of the Conclave. All transfer forms must carry the signature of the Regional Director of the region to which the member is transferring.

7. Every member is required to pay local dues as determined by his chapter in addition to the amount determined by the General Board and approved by the Conclave as annual Fraternity dues or assessments, and Regional dues as determined by each Region. The payment of National and Regional dues can be paid by the member through his chapter or directly to the International Headquarters. Payments to International Headquarters can be by any means determined by the General Board as long as payment is accompanied by the official form used to pay for membership dues (currently the PBS - 1 Form). The International Headquarters is responsible for providing the Regional Director and the local chapter with notification that it has received the National and Regional Dues for that member.
8. Any member who had not been financial with the Fraternity for a period of one or more years shall be required to pay his chapter, for transmittal to the Administrative Office, a reinstatement fee. Such sum shall be in addition to the sums referred to in Section 7 above. Any member to whom this section applies shall not be considered as being financial with the Fraternity or with his chapter until such sum, together with the name and address of the member, shall have been to the Administrative Office.
9. Every Alumni chapter and each Collegiate Chapter shall pay to the Fraternity, through the Administrative Office, an annual chapter tax and insurance. The amount of the annual chapter tax and insurance to each chapter shall be determined by the Conclave.
10. The Fraternity dues, Regional dues and Reinstatement fees to be transmitted to the Administrative Office in accordance with paragraphs 8 and 9 above, shall be due and payable on January 1st. Where such Fraternity dues and Regional dues are transmitted to the Administrative Office after January 1st, any member whose Fraternity and Regional Dues are thus transmitted, shall be subject to an additional assessment of ten percent of the amount transmitted; and any chapter tax thus transmitted shall subject the chapter to a penalty in the sum of twenty-five percent of the chapter tax. The member shall not be considered financial with the Fraternity until such additional assessment shall have been paid, nor shall the chapter be considered financial with the Fraternity until such penalty has been paid. Where such transmittal is made by mail, a United States Service postmark of January 1st shall be considered in compliance with this paragraph.
11.
 - (a) Every chapter shall be represented at the Conclave by at least one (1) delegate. Where any chapter is not represented, such chapter shall be considered un-financial with the Fraternity, nor shall such chapter be considered financial with the Fraternity for the following year unless such chapter shall pay to the Administrative Office, in addition to its chapter tax, a reinstatement fee.
 - (b) Such chapter if chartered by military members or is military affiliated shall be exempt from paragraph 11 while under a national alert or special consideration approved by the General Board. Where the chapter is not represented in any fraternal meeting but has paid all requirements, it shall be considered financial with the Fraternity as of December 31st of that

year. Such active chartered military chapters, while under national alert and represented in any official fraternal meeting, shall be entitled to as many votes as the number of delegates to which it would be entitled. Such chapter should be entitled to cast as many votes as the number of delegates who would be present to vote.

12. Every chapter shall submit to the administrative Office at least forty-five (45) days before the Conclave, a written report on forms provided by the Administrative Office, setting forth the names and addresses of the members of the chapter together with the amount of money paid by each member. Such report shall also outline the activities of the chapter in carrying out the programs of the chapter and the Fraternity since the last Conclave.
13. Chapters shall have the authority to determine when chapter elections are held, and officers elected shall take office during the chapter meeting next following. Where the regulations of the college or university where a Collegiate chapter operates so require, such Collegiate chapter may hold elections at such times as are specified by such regulations. The collegiate chapter officers elected in accordance with such regulations shall take office immediately.
14. No chapter shall permit any officer, elected or appointed, nor any member of such chapter or of any other chapter in the Fraternity, to subject any candidate for initiation into the Fraternity to any form of neither violence nor hazing. Any violation of this paragraph may subject the offender to suspension in accordance with paragraph 16 of this Section VI or in accordance with Article IV or Article VII of this Constitution of the Fraternity.
15. Chapters shall have the authority, by a two-thirds majority vote, to suspend members for a period of time not exceeding beyond the next following Conclave unless the chapter shall file written charges against such members with such next following Conclave, and the Conclave, by a two-thirds majority, voted to suspend or expel such members.
16. Where written charges have been filed with the Conclave, the chapter shall, at least sixty (60) days before the first session of the Conclave, cause to be served upon such members by certified or registered mail, return receipt requested, at their last known addresses, a copy of such charges, together with a notice to such members advising them of their right to file an answer to the International Executive Director by certified or registered mail within forty-five (45) days of the service of such charges and notice upon them by the chapter. They shall also be advised of their rights to appear before the Grievance Committee of the Conclave in person, with or without counsel, to defend against such charges.
17. Within ten (10) days of the service of the charges and notice on such member, the President of the chapter shall mail a copy of such charges and notice by certified or registered mail, return receipt requested, to the International Headquarters together with an affirmation by the chapter President that such charges and notice have been served upon such members.
18. Fraternity dues shall be assessed on the Collegiate level during the first full fiscal year immediately following graduation for Collegiate and Associate members who transfer into an Alumni chapter.

SECTION VII - CRESCENT CLUB

1. Every Chapter shall establish a Crescent Club.
2. The purpose of the Crescent Club shall be to stimulate interest in men who aspire to

membership in Phi Beta Sigma Fraternity, Inc. and to orient them in the ideals and history of the Fraternity.

3. A man seeking membership shall make application for membership on Form #2 PBS 2 (Application for Membership) approved by the administrative office.
4. An applicant for membership shall not be admitted unless his application shall have been approved by the chapter in compliance with The Membership Intake Process.

SECTION VIII -STANDING COMMITTEES

1. (a) The standing committees shall have the chairman and co-chairman appointed by the International President with approval by the General Board. No chairman and co-chairman shall be from the same region. The chairman and co-chairman shall be ex-officio members of the General Board. The standing Committee shall begin functioning upon appointment and until the subsequent Conclave after their appointment. These committees shall provide a report to the General Board during each quarter of the year. The standing Committee shall cease to function at the appointment of new Committee members at the Conclave.

(b) Budget Committee

The Budget Committee shall be composed of the International President, International Treasurer and three other members appointed by the International President. This committee shall review the proposed budgets of all officers submitted to the General Board for approval and make a report to the General Board at the meeting at which such budgets are to be acted upon by the General Board.

(c) Publicity Committee

The Publicity Committee shall be composed of the International Director of Publicity along with seven regional publicity directors. The committee shall be responsible for dissemination of news regarding the Fraternity on all levels of the Fraternity. The committee will work closely with the Editor-in- Chief of The Crescent to provide materials to The Crescent magazine.

(d) Collegiate Affairs Committee

The Committee on Collegiate Affairs shall be composed of either the International Second Vice President or a collegiate brother appointed by him, both International Collegiate Members-at-Large, the International Director of Collegiate Affairs or a representative appointed by him and a collegiate representative from each region appointed by the President, with the approval of the General Board. This committee shall keep the Fraternity and the General Board informed of the status of Collegiate chapters and shall suggest programs and projects for the development of such chapters.

(e) International Human Resources Committee

The International Human Resources committee shall consist of two representatives with Human Resource with professional personnel or related backgrounds from each region appointed by the International President with the approval of the General Board. It shall have the responsibility to formulate and make recommendations for all personnel policies, practices, and procedures. It shall also meet with the International Executive Director annually to review and update the current Personnel Manual.

(f) International Membership Committee

The International Membership Committee shall be composed of the International First Vice-President, as Chairman, the International Second Vice-President as Vice Chairman, the First Vice-Regional Directors from the seven Regions, the International Collegiate Affairs Director and the International Programs Directors. The Committee shall be responsible for developing strategies on Recruitment, Retention and Reactivation of the members, maintaining statistical data on chapter membership, developing and revising recruitment and membership brochures and forms, reviewing intake process annually for recommended changes and developing procedures and time periods for certification and training in membership intake and chapter operations, reviewing membership services, and performing such other duties assigned to the committee by the General Board and Conclave.

(g) International Conclave Planning Committee

The International Conclave Planning committee shall be composed of the International President, International First Vice-President, International Second Vice-President, International Treasurer, International Program Directors, General Counsel, International Executive Director, Regional Directors and State Director of the hosting Region and State and the Presidents (Alumni and Collegiate) of the local chapters co-hosting the Conclave. The committee shall be responsible for pre-planning of the Conclave agenda, workshops, activities and proposed conclave registration fees and budget that shall be submitted to the entire General Board for its approval and/or modifications. It shall be responsible for planning a schedule of mail-outs of Conclave material and registration and shall timely communicate this information to the International Executive Director for mailings to the General Board, Chapters and Members. The Conclave planning committee may form such sub-committees it deems appropriate, from time to time, to assist them in carrying out its duties and responsibilities.

(h) The Honorary Member Committee

The Honorary Membership Committee shall be composed of at least two representatives from each region appointed by the International President, with the approval of the General Board. One of each region's representatives shall be a collegiate. It shall receive and review all recommendations for honorary membership and make a recommendation to the General Board. The committee shall periodically review and update the qualifications for consideration of honorary membership. The Honorary Membership committee shall have the responsibility to manage, cultivate and maintain the relationship the Fraternity has with its honorary members. It shall prepare a biannual report that reflects on the assessment of how the honorary member would like to be involved with the Fraternity and an assessment of how honorary members are involved with the Fraternity through documentation of their involvement in the Fraternity, identifying the mutual collective beneficial opportunities of the honorary members for the Fraternity and any other pertinent information that may be determined by the committee and requested by the Conclave, the General Board or the International president. The General Board will be responsible for the submission to the Conclave of any proposed honorary members.

(i) The International History Committee

The International History Committee shall be comprised of the International Historian and one member from each region appointed by the International President and approved by the General Board. It shall serve as an advocate to acquire and protect historical memorabilia and resources of the Fraternity. It shall promote a greater awareness and appreciation for the Fraternity's history among fraternity members and the general public.

(j) Standards and Awards Committee

The Standards and Awards Committee is a standing committee appointed by the International President and consists of a chairman and two (2) members from each Region with one (1) being the Regional Director of Awards & Standards appointed by the respective Regional Director. This committee is responsible for developing and evaluating fraternity standards as well as the development of policies around chapter standards and operations. This committee is responsible for managing the fraternity's awards and recognition process on all levels and across programs.

(k) The International President, with the approval of the General Board, shall appoint all other committees as he shall deem necessary and he shall define their duties.

SECTION IX - SPECIAL COMMITTEES

Sixty-days (60) prior to each regular meeting of the Conclave, the International President shall appoint the following committees:

(1) Nominating Committee

The Nominating Committee shall be composed of at least two representatives from each region appointed by the International President, with the approval of the General Board. One of each region's representatives shall be a collegiate. The Nominating Committee shall prepare a slate of candidates for every office required to be filled by election by the Conclave after a careful review of the qualifications of all members proposed as candidates for such office.

Notwithstanding any slate of candidates prepared by the Nominating Committee, any member in good standing, duly registered with the Conclave, may nominate any other member in good standing to fill any office required to be filled by election, when the report of the Nominating Committee becomes the order of business of the Conclave. Any member so nominated shall meet all of the requirements and possess all of the qualifications set forth in this Constitution and By-Laws.

(2) Auditing Committee

The International Auditing Committee shall be composed of at least one (1) representative from each Region appointed by the International President with the approval of the General Board. The books and the accounts of the Administrative Office, the Editor-in- Chief of the Crescent and the International Treasurer shall be audited by a licensed public accountant approved by the General Board. The financial records of such officers must be submitted to the Auditing Committee on the first day of the Conclave, together with expense vouchers, bills, receipts, etc., reflecting the receipts and disbursements of his office. The Auditing Committee shall report its finding to the Conclave.

(3) Law and Revision Committee

The Law and Revision Committee shall be composed of the General Counsel, who shall serve as the chairman, the International Parliamentarian and of at least two representatives from each region appointed by the International President, with the approval of the General Board. One of each region's representatives shall be a collegiate. It shall review all proposed amendments to the Constitution and Bylaws and report its recommendations to the Conclave. The committee shall begin its operating duties sixty (60) days prior to the first day of the Conclave.

(4) Grievance Committee

The Grievance Committee shall be composed of at least two representatives from each region appointed by the International President, with the approval of the General Board. One of each region's representatives shall be a collegiate. It shall review all grievance referred to the Conclave by either chapters or members for disposition. It shall review all requests for suspension or expulsion of members and for disciplinary action against chapters and/ or members and report its findings and recommendations to the Conclave for disposition.

(5) Credentials Committee

The Credentials Committee shall be composed of at least two representatives from each region appointed by the International President, with the approval of the General Board. One of each region's representatives shall be a collegiate. It shall review the credentials of every delegate to the Conclave and prepare a list of official delegates and chapters for presentation to the conclave not later than the morning of the second day of the Conclave.

(6) Resolutions Committee

The Resolutions Committee shall be composed of at least two representatives from each region appointed by the International President, with the approval of the General Board, at least sixty (60) days before the first session of the Conclave. One of each region's representatives shall be a collegiate. Resolutions to be considered by the committee shall be submitted to the International Executive Director prior to the Conclave. Any delegate may submit written resolutions to the Conclave regarding any matter pertinent to the policies of the Fraternity on the first day of the Conclave, by submitting such resolution to the International Executive Director. Such resolutions may deal with any matter other than the internal administration of the Fraternity. Such resolutions shall be referred to the Resolution Committee. The Resolution Committee shall make its report to the Conclave not later than the second day of the meeting of the Conclave. It shall be responsible for the implementation of any action recommended and approved by the Conclave. No resolution shall be considered by the Conclave unless it shall have been referred to the Resolution Committee.

(7) Committee on Omega Chapter

The Committee on Omega Chapter shall be composed of at least one representative from each region appointed by the International President, with the approval of the General Board. The Committee on Omega Chapter shall report to the Conclave the names of all members who shall have died since the last meeting of the Conclave. It shall conduct a memorial service at the Conclave for such deceased members.

(8) Sigma/Zeta Relations Committee

The Sigma/Zeta Relations Committee shall be composed of the International Director of Sigma/Zeta Relations and at least two representatives for each Region appointed by the International President, with the approval of the General Board. One of these regional representatives shall be a collegiate. The committee shall review the list of programs, projects and interactions had between Phi Beta Sigma Fraternity, Incorporated and Zeta Phi Beta Sorority, Incorporated and refer to the Conclave possible recommendations to increase and improve the relationship between both organizations.

SECTION X - FUNDS AND FOUNDATIONS

1. Educational Fund

There is hereby established the Educational Fund. It shall be administered by the International Director of Education unless and until another method of administration is provided for by resolution of the Conclave. It shall be funded by the amounts allocated for each member's dues as determined by the Conclave. At the end of each calendar year the accumulated interest on such fund shall be withdrawn and placed in the Scholarship Fund established in paragraph 2 below.

2. Scholarship Fund

There is hereby established the Scholarship Fund. It shall be funded by the interest withdrawn from the Educational Fund as provided for in paragraph 1 above, together with such other funds as may from time to time be provided by resolution of the Conclave. There shall be awarded an annual scholarship grant to be paid from the Scholarship Fund upon recommendation of the International Director of Education and approval of the General Board.

3. Life Membership Fund

There is hereby established the Life Membership Fund. It shall be funded by the deposit therein of all sums collected for the life membership in the Fraternity.

4. PBS Impact Foundation

There is hereby established the PBS Impact Foundation. It shall be administered by a Board of Directors of not less than twelve (12) and not more than eighteen (18) members unless and until the composition of the Board of Directors is changed in the Articles and By-Laws of the Foundation. The Foundation shall carry out the goals and objectives set forth by the Foundation through an International Programmatic Thrust involving the International Programs and Projects of Phi Beta Sigma Fraternity. In so doing, the Foundation shall promote social welfare through the reduction of human distress and hardship and the creation of opportunities for advancement through learning, scholarship, service, and human understanding. The focus populations will be people of the African Diaspora, Latinos, and other economically, socially, culturally, disadvantaged and/or underserved communities.

5. Sigma Beta Club Foundation

There is hereby established the Sigma Beta Club Foundation. It shall be administered by a Board of Directors of not less than nine (9) and not more than fifteen (15) members unless and until the composition of the Board of Directors is changed in the Articles and By-Laws of the Foundation. There shall exist in each of the seven (7) Regions of the Fraternity a Regional Division of the Sigma Beta Club Foundation that shall assist the Foundation with its goals and objectives in each of the seven regions of the Fraternity. Sigma Beta clubs shall be authorized at the Alumni chapter levels and shall carry out the goals and objectives set forth by the Foundation through an International Programmatic Thrust involving the International Programs and Projects of Phi Beta Sigma Fraternity.

SECTION XI - SUPPLIES

All Fraternity pins, Crescent pins, jewelry, sweaters and any other supplies or paraphernalia of any kind, having any connection or relation to the Fraternity, or any region or chapter or the Fraternity, shall be purchased by, or through arrangements with the Administrative Office with the approval of the General Board.

SECTION XII - REGIONS

The Fraternity shall be divided into the following Regions:

- (1) The Eastern Region, comprising the states of Connecticut, Delaware, District of Columbia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, Virginia, West Virginia, the United States Virgin Islands and Europe.
- (2) The Great Lakes Region, comprising the states of Ohio, Indiana, Kentucky, Minnesota, Illinois, Michigan, Wisconsin, and Iowa.
- (3) The Gulf Coast Region, comprising the states of Louisiana, New Mexico and Texas
- (4) The Southeastern Region, comprising the states of North Carolina, South Carolina and all of Tennessee east of the 86th Longitude.
- (5) The Southern Region, comprising the states of Alabama, Florida, Georgia, Mississippi, and the Island of the Bahamas
- (6) The Southwestern Region comprising the states of Arkansas, Kansas, Missouri, Nebraska, Oklahoma and all of Tennessee west of the 86th longitude.
- (7) The Western Region comprising the states of Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, North Dakota, Oregon, South Dakota, Utah, Washington, Wyoming and the continent of Asia.

SECTION XIII - DISSOLUTION

1. In the event of the voluntary or involuntary dissolution of this Fraternity, the funds and assets of the Fraternity remaining after the payment of all just debts and obligations of the Fraternity shall be distributed to such international charitable organizations as the General Board shall designate.

SECTION XIV – PARLIAMENTARY AUTHORITY

1. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Fraternity in all cases in which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order the Fraternity may adopt.

SECTION XV - AMENDMENTS

1. These By-Laws may be amended at any meeting of the Conclave by a two-thirds majority of the delegates present and voting, provide that no proposed amendment shall be considered except it shall have been submitted in accordance with the following Section.
2. The proposed amendments to these By-Laws may be submitted by any active chapter, the regions or the General Board by filing a copy of such proposed amendment with the Administrative Office at least sixty (60) days before the date of the first session of the Conclave in session where such proposed amendment is to be considered.
3. The Administrative Office shall submit a copy of such proposed amendment to every active chapter and Region Director and every elected officer of the Fraternity at least thirty (30) days before the first session of the Conclave at which such proposed amendment is to be considered.
4. The General Board shall forward such proposed amendments to these By-Laws to the Law and Revision Committee which shall, when its report becomes the order of business, recommend the adoption or rejection of the proposed amendments, giving its reasons for such recommendation. Where the committee recommends adoption of the proposed amendments, it may submit such amendment in such form as it deems appropriate so long as such form shall give substantial effect to the purpose of the amendments as proposed.

**Revised and adopted by the 109th Anniversary Conclave
Phi Beta Sigma Fraternity, Inc.
July 10 – 16, 2023
Houston, TX**

Honorable Bro. Chris V. Rey, J.D.
35th International President

Bro. Kennedy Barnes, Esq.
International General Counsel
Chairman, Law and Revision
Committee

Honorable Bro. Daryl A. Anderson
International Executive Director

Bro. Ramsey Cooper, RP
International Parliamentarian