

PHI ALPHA KAPPA RULES & POLICIES

Applicable to the Fraternity of Phi Alpha Kappa, any legal rules/policies outside of this that pertains to Cornerstone University CAN count against you as well.

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Article 01 - General	• Any MALE Cornerstone or college student in good standing is eligible for membership. • NO Hazing will be tolerated (Will result in being kicked) • Every member must maintain a 2.6 GPA every semester • GPA reports are to be taken by section chiefs after the midterm and finals of both fall and spring semesters. Following that, section chiefs are to report GPA reports to the Head Advisor. • All members must achieve required amounts of chapel credits every semester unless excused (25 required) • All members must devote 5 hours of community service every semester • All members must attend mandatory events unless excused • Any conflicts between members are not to include any violence and must be resolved • 2 Weeks before every Presidential Election there will be a preliminary debate between 4 candidates held before all members and judged by the council. The top 2 candidates will move to the final debate. • 1 Week before every Presidential Election there will be the final debate between the top 2 candidates that will be held before all members with no judges. The election will be the final result. • Only 30 days prior to the elections candidates are allowed to advertise and run campaigns against one another.
Article 01.1 - Disciplinary Action	• If a member breaks a rule or fails to satisfy academic/service requirements he is subject to punishment that will be decided on by the President followed by a vote by the Council • Every member has a limit of 3 offenses (breaking a rule or failing to satisfy academic/service requirements) • If a member has 3 offenses he will be put on probation for a specific amount of time given by the President followed by a vote by the Council. If that member has 2 more offenses during probation he will be kicked out of the fraternity • Any member who previously had probation only has 1 offense before being put on probation again. If that member commits another after their second probation they must be kicked from the fraternity • HAZING will result in being kicked from the fraternity
Article 02 - The Executive Board	• All proposed rules are made final by the President or the Vice President (When Needed)

	• Each member of the E-Board can only be appointed or removed by the President at any time upon having a reviewed by a Faculty Advisor • An E-Board member can only be appointed by the President upon having a reviewed application by the President and a Faculty Advisor • Any member can apply to join the E-Board • Section Chiefs must be appointed by VP & voted on by the council • Before a member is removed from the fraternity, there must a trial held by the council and the decision must be approved by the President • The President must appoint selected members by the VP to an Operations Department position. • Any E-Board member is eligible for re-election. • To be eligible for an E-Board position you must be a sophomore or above
Article 02.1 - The Council	• The Council must vote on every proposed rule by the majority • Only 3 members may be appointed to The Council • Every Council member serves a 2 year term • Every 2 years 7 candidates are voted into the council by the fraternity • Every candidate must be chosen by each member of the cabinet • Council must vote on every pledge entering the fraternity • If any council vote comes to a tie the Head Advisor must decide the final vote • 3 Presidential candidates are to be selected by the council every 2 years and and all 3 candidates are to be voted on by the entire fraternity • To be eligible for a Council position you must be a sophomore or above
Article 03 - The Pledge Process	Pledges are to remain in the pledge process until granted the opportunity to voted in by the council Application Period Pledge applications are to be opened once at the start of the third week of the Fall semester and are to be closed the week before finals during the Spring Semester. Only the President has the ability to open and close applications at any time throughout the school year. Candidate Process • Must be approved through application or recruitment • Must wait to be approved for blue stripe process prior to having application reviewed and being interviewed by the Head of Recruitment & Development Blue Stripe Pledge Process • 2 Week period • Limited access to events • Must perform assistant duties under orders from section chiefs • Must complete 8 hours of community service

	• Must give testimony or give a sermon based on subject given by a section chief or the advisor • Must wait to be approved for gold stripe by the Head of Recruitment & Development Gold Stripe Pledge Process • 2 Week period • Limited access to events • Must perform assistant duties under orders from a cabinet member • Must complete 6 hours of community service • Must sign the declaration of the fraternity • Must wait be approved for the completion of pledge process by the Head of Recruitment & Development • Upon review process (must) pledge into the fraternity
Article 04 - Position Descriptions	President • Leadership: Chief executive officer responsible for guiding & supervising the fraternity and all positions within the fraternity. • Meeting Oversight: Presides over meetings and sets agendas. • Strategic Planning: Develops and implements goals for the fraternity's success. • Representation: Acts as the official head representative in external affairs. • Member Engagement: Promotes member involvement and a positive environment. • Recruitment: Supervises the recruitment and integration of new members. • Conflict Resolution: Addresses disputes and upholds fraternity values. • Role Model: Serves as a unifying force and embodies fraternity principles. Vice President & Director of Operations • Support Leadership: Assists the President in executing his duties and filling in when needed. Reports directly to the President. • Operations Committee Oversight: Manages all operations as the Director of Operations, ensuring tasks are completed and goals are met. • Member Engagement: Promotes member involvement through programming and events. • Internal Communication: Acts as a liaison between the executive board, operations committee and all members. • Event Coordination: Helps plan and organize fraternity events and activities. • Strategic Initiatives: Collaborates on developing and implementing chapter goals and initiatives. • Conflict Mediation: Supports conflict resolution efforts within the chapter. Head Advisor • Mentorship: Offers guidance and support to the executive board and members, promoting personal and chapter growth. • Policy Oversight: Ensures the fraternity adheres to its rules, policies and university regulations. • Strategic Advice: Provides insights on strategic planning and decision-making to help achieve the fraternity's goals.

- **Conflict Resolution:** Assists in resolving disputes and facilitating communication within the chapter.
- **Administration Section Oversight:** Supervises the administrative section & manages all administrative tasks, ensuring tasks are completed and goals are met. Also in tasked with the supervision of all Section Chiefs. Reports directly to the Vice President (Director of Operations).
- **Alumni Relations:** Maintains connections with alumni, encouraging their involvement and support for the chapter.
- **Accountability:** Monitors chapter activities and compliance, ensuring responsible conduct and risk management.

Director of Communication

- **Communication Strategy:** Develops and implements effective communication plans to promote fraternity events and initiatives.
- **Social Media Management:** Oversees the fraternity's social media presence, creating engaging content and maintaining an active online community.
- **Public Relations:** Serves as the point of contact for media inquiries and manages the fraternity's public image.
- **Internal Communication:** Facilitates communication among members, ensuring everyone is informed about meetings, events, and updates.
- **Communication Section Oversight:** Supervises the communication section & manages all communication tasks, ensuring tasks are completed and goals are met. Reports directly to the Vice President (Director of Operations).
- **News Production:** Coordinates the creation and distribution of news or other publications to keep members and alumni connected.
- **Event Promotion:** Collaborates with other officers to promote fraternity events and initiatives, maximizing member and community participation.
- **Feedback Collection:** Gathers input from members to improve communication strategies and member engagement.

Director of Recruitment & Development

- **Recruitment Strategy:** Develops and implements effective recruitment plans to attract potential new members.
- **Event Coordination:** Organizes and promotes recruitment events, including informational sessions and social gatherings.
- **Candidate Evaluation:** Oversees the selection process, ensuring candidates align with the fraternity's values and standards.
- **Recruitment/Development Section Oversight:** Supervises the recruitment/development section & manages all tasks, ensuring tasks are completed and goals are met. Reports directly to the Vice President (Director of Operations).
- **Member Development:** Implements programs and initiatives to support the personal and leadership development of new and existing members.
- **Mentorship Programs:** Establishes mentorship opportunities to help new members acclimate and thrive within the fraternity.
- **Retention Strategies:** Analyzes member engagement and retention data to develop strategies for maintaining a strong and active membership.
- **Collaboration:** Works closely with other officers to ensure a cohesive experience for all members throughout the recruitment and development processes.

Treasurer

- **Budget Management:** Develops and oversees the annual budget, ensuring funds are allocated appropriately for events and initiatives.
- **Financial Reporting:** Maintains accurate financial records and provides regular reports to the executive board and chapter members. Reports directly to the President & Vice President.
- **Dues Collection:** Manages the collection of membership dues and other fees, ensuring timely payments and clear communication with members.
- **Expense Tracking:** Monitors and approves expenses, keeping detailed records of all financial transactions.
- **Fundraising Initiatives:** Develops and implements fundraising strategies to support chapter activities and philanthropic efforts.
- **Financial Compliance:** Ensures compliance with all financial policies and regulations, including university and national fraternity guidelines.
- **Financial Education:** Provides guidance and education to members about financial responsibility and budgeting.

Head Chaplain/Director of Worship & Biblical Studies

- **Spiritual Leadership:** Provides guidance and support for members' spiritual development, encouraging a strong moral and ethical foundation.
- **Worship Services:** Organizes and leads regular worship services, prayer meetings, and spiritual retreats to promote community and reflection.
- **Biblical Studies:** Develops and facilitates Bible study sessions, discussions, and educational programs to deepen members' understanding of their faith.
- **Mentorship:** Acts as a mentor and confidant for members seeking spiritual advice or support in personal matters.
- **Community Service:** Coordinates service projects and outreach initiatives that align with the fraternity's values and mission.
- **Collaboration:** Works closely with other officers to integrate spiritual principles into fraternity activities and events.
- **Resource Management:** Provides access to spiritual resources, including literature, study materials, and online content.
- **Worship & Biblical Studies Section Oversight:** Supervises the Worship & Biblical studies section & manages all tasks, ensuring tasks are completed and goals are met. Reports directly to the Vice President (Director of Operations).

	Council Member ● Judicial Oversight: Reviews and handles disputes, grievances, and violations of fraternity rules and policies. Reports directly to the President & Vice President. ● Policy Interpretation: Interprets the fraternity’s rules and policies, providing clarity and guidance on general issues. ● Advisory Role: Offers counsel to the executive board and members on matters of ethics, conduct, and organizational policy. ● Conflict Resolution: Facilitates mediation processes to resolve conflicts between members and promote harmony within the chapter. ● Review Process: Participates in hearings and meetings, ensuring fair and impartial decision-making based on established guidelines. ● Accountability Promotion: Encourages accountability among members, promoting a culture of responsibility and respect. ● Educational Initiatives: Engages in educational efforts to inform members about the fraternity’s policies, ethics, and standards. Section Chief ● Leadership: Guides and motivates section members, promoting a sense of unity and commitment to the fraternity’s values. ● Communication: Serves as the primary point of contact between the section and the executive board, ensuring clear and effective communication. ● Event Planning: Organizes section-specific events, activities, and programming to enhance member engagement and promote brotherhood. ● Mentorship: Provides support and mentorship to section members, helping them develop personally and academically. ● Conflict Resolution: Addresses any issues or conflicts within the section, promoting a positive and respectful environment. ● Reporting: Provides regular updates to the executive board on section activities, member engagement, and any challenges faced. ● Collaboration: Works with other Section Chiefs to coordinate cross-section events and initiatives, promoting a strong sense of community within the entire fraternity. Reports directly to the Head Advisor. Section Advisor ● Mentorship: Provides guidance and support to section members, helping them navigate challenges and encouraging personal and academic growth. ● Event Support: Assists the Section Chief in planning and executing section-specific events, ensuring they align with the fraternity’s values and goals. ● Communication Facilitation: Acts as a liaison between the Section Chief and section members, promoting open dialogue and feedback. Reports directly to the Section Chief. ● Conflict Mediation: Helps address and resolve any disputes or issues within the section, promoting a positive and respectful atmosphere. ● Resource Provision: Supplies members with relevant resources and information to aid in their development and engagement. ● Feedback Collection: Gathers input from members to identify needs and preferences, helping to shape future activities and initiatives. ● Collaboration: Works closely with other Section Advisors and
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	Chiefs to coordinate cross-section events and maintain a cohesive fraternity experience.
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