

FarmHouse International Fraternity

The Bylaws 2010-2012



Amended by the Delegates to the 46th Biennial Conclave
August 4-8, 2010, Columbus, Ohio

And ratified April 6, 2011 in accordance with
ARTICLE XXI, SECTION 2 of the Bylaws

FarmHouse Fraternity
7306 NW Tiffany Springs Parkway
Suite 210
Kansas City, MO 64153
PH: (816) 891-9445
FAX: (816) 891-0838
www.farmhouse.org

FarmHouse International Fraternity Bylaws 2010-12

TABLE OF CONTENTS

Article I	Membership Classes	Page 2
Article II	Membership Qualifications	Page 3
Article III	International Board	Page 7
Article IV	Duties of Board Officers	Page 10
Article V	Powers/Duties of Int'l Board	Page 11
Article VI	Establishment of Chapters	Page 12
Article VII	FarmHouse Associations	Page 13
Article VIII	Biennial Meetings (Conclave)	Page 15
Article IX	Quorum (Conclave)	Page 16
Article X	Voting (Conclave)	Page 17
Article XI	Insignia	Page 18
Article XII	Fees and Dues	Page 19
Article XIII	Publications	Page 20
Article XIV	Names of Chapters	Page 21
Article XV	Chapter Officers	Page 22
Article XVI	Duties of Chapter Officers	Page 23
Article XVII	Executive/Auditing Committees	Page 24
Article XVIII	Chapter Advisory Committee	Page 25
Article XIX	Initiation	Page 26
Article XX	Chapter Meetings	Page 27
Article XXI	Bylaw Amendments	Page 28

ARTICLE I

MEMBERSHIP CLASSES

SECTION 1.

The membership of FarmHouse Fraternity shall be composed of all chapter, colony, alumni, affiliate and associate members initiated by chapters and colonies of the international organization and shall include all honorary members of the International Fraternity.

SECTION 2.

References of chapter throughout the bylaws shall apply to colony members as well - with the primary exception being that a colony cannot seat a voting delegate at Conclave until such time as a charter has been granted.

SECTION 3.

The Fraternity recognizes two classes of candidates seeking chapter membership in FarmHouse Fraternity: new member and imminent member.

ARTICLE II

MEMBERSHIP QUALIFICATIONS

SECTION 1. NEW MEMBERSHIP

Men seeking chapter membership and who have completed the Star Ceremony will be recognized as new members. New member status may be held for a maximum of twelve weeks, after which time a new member must be moved to imminent member status, chapter membership, or terminated. Procedures for termination of new members shall be decided by chapters, and the section of these bylaws devoted to Termination of Membership does not apply to new members.

SECTION 2. CHAPTER MEMBERSHIP

Chapter membership is conferred by the local FarmHouse chapter. It may be conferred upon any male student enrolled in a graduate, professional or undergraduate school of the college or university at which the chapter is located, provided that each of the following conditions is satisfied:

- A. his subjects of study can be applied toward a degree in agriculture or related fields, or he has a rural background, or he shares an agricultural interest; or he demonstrates qualities of character, scholarship and professional excellence to which FarmHouse men aspire;
- B. he has completed the necessary minimum amount of academic work as stipulated by the school and/or by the local Interfraternity Council for pledging and/or initiation of fraternity members;
- C. his grades are at least as high as those required by the school, the local interfraternity council or the North-American Interfraternity Conference, whichever is higher (but it is recommended that each chapter establish higher scholastic requirements);
- D. he is of good moral character;
- E. he gives promise to reflecting credit upon the Fraternity;
- F. he has received election by the chapter members in accordance with voting procedures for election as outlined by the bylaws of each chapter. However, election to membership must be by at least a simple majority of the voting members of each chapter.
- G. Members out of the house and away from campus on internships, exchange programs, or similar situations are eligible for temporary inactive membership status and exempt from international dues for a period of absence; said period of absence must be at least one term (either semester or quarter). Temporary absence status may be granted only after consultation with the International Office.

SECTION 3. ALUMNI MEMBERSHIP

Alumni membership status is conferred by the International Executive Director.

- A. It is routinely conferred upon a chapter member when he is reported by his chapter secretary as having:
 - i. satisfactorily completed all requirements for the degree for which he was a candidate at the time of his initiation; or
 - ii. satisfactorily completed four (4) academic years of credit and having been enrolled or accepted for enrollment in a professional school that requires more than four (4) years of study.

- B. A chapter, by two-thirds vote and with unanimous approval of its Chapter Advisory Committee, may request the International Executive Director to grant alumni status to a chapter member who:
 - i. has found it necessary to withdraw from school before completing normal requirements for the baccalaureate degree or its equivalent; or
 - ii. has transferred to another educational institution; or
 - iii. has been enrolled in a professional school; or
 - iv. has found it necessary to enroll for a fifth year in order to
 - v. complete graduation requirements in his curriculum; or
 - vi. has married; or
 - vii. has proven extenuating circumstances, and requested alumni status.
- C. For members who graduate/depart the chapter still owing money to the chapter, chapters may withhold alumni membership for up to six months after graduation or after being approved for alumni status. Once all funds are paid, chapters should contact the International Office to confirm alumni status and notify the member that he has been granted full alumni status. After six months if the chapter hasn't notified the International Office of a decision to terminate membership, the International Office should contact the chapter to follow up.

SECTION 4. ASSOCIATE MEMBERSHIP

Associate membership is conferred by the local chapter. It may be conferred upon any man who:

- A. has attained a baccalaureate or higher degree or is engaged in an occupation other than that of student;
- B. demonstrates the qualities of character, scholarship, and professional excellence to which FarmHouse men aspire;
- C. has shown interest in FarmHouse Fraternity;
- D. is not a member of another social fraternity; and
- E. is approved by two-thirds vote of the chapter and is approved by its Chapter Advisory Committee and the executive committee of the local FarmHouse Association Board of Directors. An association may grant associate membership with a 3/4 vote of members present at any regularly scheduled association meeting, providing the candidate meets the qualifications in a., b., c., d., above, and is approved by the executive committee of the chapter.
- F. In instances where a chapter does not exist, an association may grant associate membership as outlined in e. above with the approval of the executive director.

SECTION 5. HONORARY MEMBERSHIP

Honorary membership may be conferred only by the International Executive Board. It is usually conferred at a Biennial Conclave. Candidates for honorary membership may be nominated by:

- A. any chapter upon unanimous vote and with full concurrence of its Chapter Advisory Committee; or
- B. any FarmHouse association upon unanimous vote of its governing board; or

C. a special committee on honorary membership appointed by the International President. Candidates, however nominated, must be unanimously elected by the International Executive Board before honorary membership may be conferred.

SECTION 6. GRADUATE STUDENT MEMBERSHIP

A graduate student may be initiated as a chapter member under Section 1 of this Article or, if he qualifies, as an associate member under Section 3 of this Article.

SECTION 7. NON-DUPLICATION OF MEMBERSHIP

No person may become a member who is a member of any other undergraduate social fraternity.

SECTION 8. TRANSFER OF MEMBERSHIP

A member of FarmHouse Fraternity who desires to change his membership from one chapter to another may do so under the following conditions:

- A. he must be a member of FarmHouse Fraternity in good standing at the time of his application for change of membership.
- B. he must be inducted into chapter membership in accordance with the voting procedures outlined by the new chapter's bylaws. However, election to membership must be by at least a simple majority of the voting members of the new chapter after his application has been before said chapter for at least three weeks.

SECTION 9. AFFILIATE CHAPTER MEMBERSHIP

Affiliate chapter membership may be conferred only by chapter members at any regular meeting. Candidates for affiliate chapter membership:

- A. shall be individuals in residence at the respective university for less than one (1) year such as exchange students, faculty on exchange or sabbatical, or other non-traditional students or individuals.
- B. must receive the unanimous vote of the active chapter at any regular meeting of the chapter with the concurrence of the Chapter Advisory Committee.
- C. shall be required to pay international initiation fees but shall not be required to pay any international dues.
- D. shall be individuals the chapter wishes to recognize for significant contributions to the chapter.

SECTION 10. TERMINATION OF MEMBERSHIP

Any chapter member may be terminated from membership in FarmHouse Fraternity by a two-thirds vote of all members of the chapter with the unanimous approval of the Chapter Advisory Committee, provided proposal for such action has been discussed in a meeting previous to that in which vote is taken, and providing that the member shall have been given opportunity to speak on his own behalf (second meeting may not occur any earlier than 48 hours after first meeting). A letter confirming the decision to terminate membership and outlining the proper steps that were taken must be submitted to the FarmHouse International Office.

Any alumnus, chapter member or ex-student may be terminated from membership in FarmHouse Fraternity by a two-thirds vote at any regular or called meeting of the FarmHouse association of which he is a member, provided the association has been notified of such proposed action thirty (30) days prior to said meeting and provided that the member shall have been given opportunity to speak on his own behalf.

In matters of discipline, any alumnus, chapter member or ex-student may be brought up for termination of membership as recommended by any of the following:

- A. the chapter executive committee
- B. chapter standards/discipline committee
- C. unanimous recommendation of chapter advisory committee
- D. or via a two-thirds vote of the association board of directors.

Once this recommendation for termination has been made to the association board, the association must make a reasonable attempt to deliver notification in writing (plus inform via phone or in person if no confirmation that the letter was received) to said member at least 48 hours prior to a meeting when the request will be considered. The member shall be given an opportunity to speak on his own behalf. Regardless of whether the member chooses to speak on his behalf, a 2/3 vote of the association board of directors is required to terminate his membership and shall be recorded in the association board meeting minutes at any regular or called meeting of the FarmHouse association of which he is a member. The association shall submit a letter to the International Office detailing action taken and requesting his membership be changed to such.

For chapter members facing termination proceedings, the association board or chapter may also offer “imposed alumni status” via a two-thirds vote of the association board or chapter, rather than termination of membership, with conditions to include moving out of chapter house, no involvement in chapter functions, chapter intramural teams, socials, brotherhood events, etc. while a student. If all monies owed to the chapter are paid and brother desires such, association can grant full alumni status at time of graduation or completion of class work on campus.

Any chapter member, ex-student, alumnus, or new/imminent member who is terminated from membership shall surrender to the chapter his badge, shingle, recognition button and any other FarmHouse Fraternity jewelry and insignia in his possession. Upon receipt by the chapter of all such items issued or sold to the former member, the chapter may decide to reimburse to him an appropriate amount for the items (considering the amount the chapter might be able to re-sell pins and such for) and other items purchased by him, but shall not reimburse him for dues or initiation fees or for those items, property of the Fraternity, which members in good standing are permitted to hold.

SECTION 11. EXCEPTIONS

Exceptions to the previous membership categories may be conferred by the unanimous approval of the International Executive Board members. Request is to be made by petition from the local chapter, having unanimous approval of the members of the Chapter Advisory Committee.

ARTICLE III

INTERNATIONAL BOARD

SECTION 1.

The International Executive Board of FarmHouse Fraternity shall consist of eight (8) directors elected from the membership at large and two (2) directors elected from those holding chapter membership status – one (1) director from a gold division chapter and other (1) from a green division chapter.

From this body, two board officers shall be elected: the International President and the International Vice President.

The Executive Director shall serve as a non-voting ex-officio member.

SECTION 2.

A. Qualifications to serve on the International Executive Board include:

- i. Experience working with a chapter such as an advisor or serving as an association officer;
- ii. Creative, problem-solving skills and experience related to pro-active planning, educational programming, membership growth and risk management;
- iii. Familiarity with non-profit management, strategic visioning and policy governance;
- iv. Willing to sacrifice time, pleasure and comforts for FarmHouse and ability to commit to the time and travel requirements associated with International Executive Board service.

B. International Executive Board directors and officers are expected to:

- i. Uphold The Bylaws of FarmHouse International Fraternity;
- ii. Represent and promote the ideals, principles and reputation of FarmHouse International Fraternity to internal, external and interfraternal audiences, as needed;
- iii. Make decisions based on the Fraternity's greatest long-term programmatic, operational and financial interests;
- iv. Provide supervision, monitoring and support of the Fraternity's fiduciary responsibilities;
- v. Provide oversight and review of the Fraternity Executive Director's performance, help formulate the vision of the Fraternity and develop the organization's strategic objectives and goals;
- vi. Support the Fraternity's educational programming and chapter health initiatives as prescribed by the official body of the Conclave;
- vii. Resign from any held position and decline any position serving as an official advisor or Association officer; and
- viii. Attend all meetings as called by the International President.

All International Executive Board officers and directors, as well as all officers appointed and committees established by of the International Executive Board are protected by Directors and Officer Liability Insurance as outlined in the FarmHouse International Fraternity Insurance Policies.

SECTION 3.

Directors elected from the membership at large serve terms of four (4) years or until their successors have been elected, and are limited to two (2) consecutive terms on the International Executive Board. Four (4) directors of those elected from the membership at large are elected at each Biennial Conclave.

Directors elected from those holding chapter membership status serve a two (2) year term or until their successors have been elected, and may not run for consecutive terms on the International Executive Board. At no point may a seat reserved for a director elected from those holding chapter membership status be filled for more than one consecutive term by a member of the same chapter. Both directors elected from those holding chapter membership are elected at the Biennial Conclave.

The International President and International Vice President are elected at each Biennial Conclave to serve a two (2) year term.

SECTION 4.

Directors are nominated and elected via a slating process as outlined below:

- A. A Nominations and Elections Committee shall be appointed by the International President and chaired by a past International President. In the instance a past president is not available or interested; the International President may select a past International Executive Board Member to serve as chair. The Nominations and Elections Committee should be made up of not less than five (5) initiated members.
- B. The Nominations and Elections Committee is responsible for working with the Executive Director to solicit nominations for the International Executive Board. The Nominations Committee will formally present the International Executive Board election calendar on the *Pearls and Rubies* and via other official means of Fraternity correspondence.
- C. Nominations shall close not less than 90 days prior to the Biennial Conclave. The Nominations and Elections Committee shall consider all otherwise qualified nominees seeking to understand what qualifies the member to serve on the International Executive Board. The Nominations and Elections Committee may interview nominees and consider insight gleaned as long as all nominees are afforded the same opportunities. In addition, the Nominations and Elections Committee should work to ensure a diversity of geographic distribution and representation, age and specific professional areas of expertise of directors serving on the International Executive Board. In consideration of the International President and International Vice President, the Nominations and Elections Committee shall consider the desires of those currently serving on the International Executive Board.
- D. The Nominations and Elections Committee shall present a slate of International Executive Board directors, including a slate of the International President and International Vice President not less than 45 days prior to the Biennial Conclave.
- E. The Nominations and Elections Committee shall oversee the election process at the Biennial Conclave.

SECTION 5.

A motion for approval of the International Executive Board officers and directors shall be presented at the Biennial Conclave. Approval of the slate constitutes a simple majority of votes cast. Should the slate be approved, those appearing on the slate assume their role at the close of the Biennial Conclave.

Should the slate be defeated, nominations from the floor should be accepted. Each nominee is elected individually by ballot. One vote per open seat on the International Executive Board is given to each delegate. Delegates may cast one vote per nominee and may not cast greater than one vote per nominee. Nominees from the membership at large are elected by receiving the greatest number of votes, having received votes equally to or greater than a simple majority of votes cast.

In the case of a defeated slate, only chapter delegates may vote to fill the seats reserved for the two (2) directors holding chapter membership status.

SECTION 6.

Should any director die or resign, the vacancy shall be filled by appointment by the remaining members of the International Executive Board subject to the approval of the next Biennial Conclave.

SECTION 7.

Any director may be recalled from office for unsatisfactory service or non-performance of duty by a two-thirds vote of delegates of the Biennial Conclave.

SECTION 8.

The President, Vice President and Executive Director shall constitute an Executive Committee, which may transact business of the Fraternity, subject to ratification by the International Executive Board.

SECTION 9.

A majority of the elected directors shall constitute a quorum of the International Executive Board.

ARTICLE IV

DUTIES OF BOARD OFFICERS

SECTION 1.

It shall be the duty of the International President to preside at all meetings of the Biennial Conclave, of the International Executive Board, and of the Executive Committee, and all other official International Fraternity events and to bring before the Biennial Conclave or the International Executive Board all matters pertaining to the welfare of the organization.

SECTION 2.

It shall be the duty of the International Vice President to act as executive officer in the absence of the International President, and to perform such other duties as may be assigned by the President and to oversee the work of all officers appointed and committees established by the International Executive Board.

SECTION 3.

The Executive Director is hired and directed by the International Board to perform duties as outlined in Fraternity board policy and consistent with the Fraternity's strategic plan. The Executive Director shall received such remuneration as may be determined by the International Executive Board. The Executive Director shall be a non-voting member of the International Executive Board.

ARTICLE V

POWERS AND DUTIES OF THE INTERNATIONAL EXECUTIVE BOARD

SECTION 1.

The International Executive Board shall be empowered to interpret and apply the Articles of Incorporation and bylaws of the Fraternity when such is necessary and the Biennial Conclave is not in session, to decide all questions of discipline and decorum, to act as a tribunal to which all grievances shall be brought, and to act upon questions pertaining to the general welfare of the Fraternity. All final decisions of disciplinary action will be under the direction of the International Executive Board. No disciplinary action can be taken by the International Executive Board until due process has been afforded to the offender in accordance with policies and procedures adopted or amended at a Biennial Conclave. Any chapter shall have the right of appeal to the Biennial Conclave from the interpretation and action of the International Executive Board in such matters.

SECTION 2.

The International Executive Board may establish committees as they see appropriate and appointment members to these committees.

SECTION 3.

The International Executive Board may levy fees for the advancement of the Fraternity, when the Biennial Conclave is not in session, pending a simple majority vote of chapters and associations.

ARTICLE VI

ESTABLISHMENT OF CHAPTERS

SECTION 1.

A chapter of FarmHouse Fraternity may be established in any college or university granting a bachelor or an associate degree.

- A. Those interested in becoming a FarmHouse expansion group shall refer to the Fraternity's policy and requirements for interest groups, colonies and chartering.
- B. Such an organization shall petition the International Executive Board for a charter. If this petition received the approval of the International Executive Board by a two-thirds vote, the Executive Director shall forward the petition to charter to each chapter and association. If the International Executive Board and the chapters and associations by a two-thirds majority vote approve the petition, a charter shall be granted and the chapter installed under the direction of the International Executive Board.

ARTICLE VII

FARMHOUSE ASSOCIATIONS

SECTION 1.

There shall be established in each place where a chapter exists, an association composed of membership as follows:

- A. chapter, alumni and associate members of the local chapter of FarmHouse regardless of place of residence;
- B. alumni and association members of the chapters of FarmHouse Fraternity who reside in that place; and
- C. honorary members of FarmHouse Fraternity residing in that place.

SECTION 2.

In places that do not have a chapter, there may be established a FarmHouse association for that area provided there are at least a total of ten (10) alumni, associate and honorary members. Membership should be comprised as follows:

- A. alumni and associate members of the chapters of FarmHouse Fraternity who reside in that place; and
 - B. honorary members of FarmHouse Fraternity residing in that place.
- Place is as defined by the Constitution of the association.

SECTION 3.

Individuals of all classes of membership shall have full voting rights in the association of which they are immediate participating members. Associations may establish dues for participating members; however, voting privileges may not be limited to dues-paying members.

SECTION 4.

The Constitution of each FarmHouse association shall be as prescribed by the Fraternity for such association.

Each FarmHouse association may modify the prescribed Constitution in accord with the law of the state or province in which it is established and may make bylaws which do not conflict with the Articles of Incorporation and/or bylaws of the Fraternity or the Constitution of the association.

SECTION 5.

Each FarmHouse association treasurer shall be bonded for an amount equal to the maximum amount of cash and negotiable securities for which the board of directors determines he is likely to be responsible. The cost of the bond shall be paid by the association.

SECTION 6.

Each association shall annually remit an association fee as set by the International Board.

SECTION 7.

A relationship between the Fraternity and association is recognized in the form of a charter, granted by the International Executive Board. Association charters may be revoked by means similar to that of the process of revoking a chapter's charter.

ARTICLE VIII

BIENNIAL MEETINGS (CONCLAVE)

SECTION 1.

Meetings of FarmHouse Fraternity shall be held every two years and shall be known as the Biennial Conclave.

SECTION 2.

The official body of the Biennial Conclave shall consist of the members of the International Executive Board, one delegate from each chapter, and one delegate from each FarmHouse Association who may be a chapter, alumni, associate or honorary member. Each chapter and association is required to send delegate representation to the Biennial Conclave.

SECTION 3.

The credentials of each chapter delegate shall consist of:

- A. a complete income and expense statement and balance statement prepared according to generally accepted accounting principles which has been submitted to the International Office in accordance with Article XVI,
- B. typewritten biennial report of the chapter reflecting the activities of the chapter, the achievements of the members, including their participation in all student activities, and the scholastic standing of the chapter, if available, and
- C. a letter of authorization duly signed by the president and secretary of the chapter designating the official delegate.

SECTION 4.

The credentials of each association delegate shall consist of a typewritten report of the activities of the association and a financial statement comprising an income and expense statement and a balance sheet prepared according to generally accepted accounting principles for the association covering the most recently ended fiscal year, and a letter of authorization duly signed by the president and secretary of the association.

SECTION 5.

The Executive Director shall verify to the Credentials Committee prior to each Conclave that each chapter and association has paid in full all financial obligations owed to the International Fraternity; and no chapter or association delegate shall be seated unless it has been verified that all of his respective chapter's or association's financial obligations owed to the International Fraternity have been paid.

ARTICLE IX

QUORUM (CONCLAVE)

SECTION 1.

A majority of all the delegates from the chapters and associations entitled to send delegates, together with the members of the International Executive Board present, shall constitute a quorum for the transaction of business at the Biennial Conclave.

ARTICLE X

VOTING (CONCLAVE)

SECTION 1.

Each delegate to the Biennial Conclave and members of the International Executive Board shall be entitled to vote on each proceeding only when present. Voting decisions shall be based on the number of votes cast.

ARTICLE XI

INSIGNIA

SECTION 1.

The colors of FarmHouse Fraternity shall be: Green, signifying spring, Gold, signifying autumn; and White, signifying winter.

SECTION 2.

The flower shall be red and white roses in equal numbers symbolizing the Pearls and Rubies of the official membership badge.

SECTION 3.

The official jewelry shall consist of a membership badge as described in the ritual, shield pin, coat-of-arms and recognition pin. The shield pin shall be a small green shield with the letters FH inscribed upon it. The recognition pin shall be a miniature gold FH. Star and Crescent lapel buttons procured prior to January 1, 1949, shall continue to be official recognition buttons of the Fraternity.

ARTICLE XII

FEES AND DUES

SECTION 1.

Each candidate for chapter, associate and affiliate membership shall, before he is initiated, pay to the Executive Director, through the local chapter treasurer, an international initiation fee as established by the delegates at the Biennial Conclave and, in addition, shall pay to the local chapter a chapter initiation fee, which shall be determined by the chapter.

SECTION 2.

Each chapter member and new/imminent member shall, at the beginning of each semester or quarter pay to the Executive Director, through the local chapter treasurer, semester or quarter membership dues as established by the delegates at the Biennial Conclave and in addition shall pay to the local chapter such dues and assessments as shall be levied by action of the chapter.

SECTION 3.

International initiation fees and international semester and quarter membership dues shall be established by simple majority vote of a Biennial Conclave. No change in the amount of such international initiation fees or membership dues shall be made unless notice of a proposal to change shall have been mailed to all chapter and association secretaries at least four (4) months in advance of the Biennial Conclave at which the change is voted upon.

This requirement of notice of a proposal to change shall not be so construed as to prevent amending of any such proposal by a majority of delegates voting at the Conclave.

ARTICLE XIII

PUBLICATIONS

SECTION 1.

The publication of FarmHouse Fraternity shall be known as *Pearls and Rubies*.

SECTION 2.

The name of the official publication of each chapter or association shall be selected by the chapter or association but shall not be the same as that of the international publication.

ARTICLE XIV

NAMES OF CHAPTERS

Each chapter shall be known by the name of the institution where it exists. Note: For Example, FarmHouse Fraternity at the University of _____.

ARTICLE XV

CHAPTER OFFICERS

SECTION 1.

The chapter officers shall be President, Vice President of Finance, Vice President of Recruitment, Director of New Member Education, Director of Alumni Relations, Director of Administration, Director of House Operations, Director of Risk Management, Director of Scholarship, Social & Brotherhood Chair, Community Service/Philanthropy Chair, Kitchen Manager, Total Member Educator, Chaplain, Athletic/Intramural Chair, Historian, Song Leader and such others as each chapter may designate.

SECTION 2.

Chapter officers shall be elected by ballot and shall serve for a term to be specified in the bylaws of each chapter. Each chapter officer filling a position of major responsibility shall live in the chapter house during his term of office. Vacancies may be filled in accordance with procedures outlined in Robert's Rules of Order or as specified in the bylaws of each chapter.

ARTICLE XVI

DUTIES OF CHAPTER OFFICERS

Chapters should refer to the Chapter Operations Handbook for duties and job descriptions for each Chapter Officer position.

ARTICLE XVII

EXECUTIVE AND AUDITING COMMITTEES

SECTION 1.

The President, Vice President of Finance, Vice President of Recruitment, Director of New Member Education and Director of Administration of the chapter, and such others as each chapter may designate, shall constitute the Executive Committee of the chapter, and the Director of Administration of the chapter shall be Secretary of the Executive Committee.

SECTION 2.

The duties of the Executive Committee shall be to decide all questions of discipline and decorum, to act as tribunal unto which all grievances shall be brought, to act on questions pertaining to the general welfare of the chapter, and to perform such other duties as may be provided by the members of the chapter. It shall further be the duty of the Executive Committee to present to the chapter, at the beginning of each school year and at any other time when it seems necessary, a set of regulations that shall govern the conduct of the members of the chapter. Such regulations shall become chapter rules upon the approval by a two-thirds (b) vote of the chapter members.

SECTION 3.

An auditing committee and licensed professional auditor (optional) shall be selected at the beginning of each school year. It shall be the duty of the auditing committee and the auditor (optional) to inspect and audit all financial records of chapter offices concerning chapter business at least once a year and/or at the end of the officers' term. The auditing committee shall include alumni members, association officers, chapter advisors and chapter members. The outgoing or current Vice President of Finance or those who handled the books or had check-writing privileges should not serve on the committee.

ARTICLE XVIII

CHAPTER ADVISORY COMMITTEE

SECTION 1.

Each chapter shall maintain at least three (3) chapter advisors, of which at least one is a university faculty member and one is an alumnus, association or honorary member (one individual can fulfill both requirements). The advisors shall constitute the Chapter Advisory Committee, whose advice may be sought by or freely given to the chapter, association and the International Executive Board on all matters pertaining to the welfare of the chapter.

ARTICLE XIX

INITIATION

SECTION 1.

The formal initiation of candidates for membership shall be as prescribed in the ritual. Special exceptions can be permitted upon the written consent of the International Board. The exceptions are to be kept on file in the International Office.

SECTION 2.

The informal initiation shall not include hazing in any form.

- A. Hazing shall be defined as any action taken or situation created intentionally, whether on or off fraternity premises, to produce mental or physical discomfort, embarrassment or ridicule.
- B. Each chapter shall submit its entire informal initiation program to its Chapter Advisory Committee for approval.
- C. Any hazing activities brought to the attention of the International Executive Board will be subject to immediate review by the Board and appropriate action will be taken.

ARTICLE XX

CHAPTER MEETINGS

SECTION 1.

Chapter meetings shall be held regularly at least twice a month during the regular term.

SECTION 2.

Robert's Rules of Order shall govern all FarmHouse Fraternity business in cases to which they are applicable and in which they are not inconsistent with the bylaws of FarmHouse Fraternity.

ARTICLE XXI

BYLAW AMENDMENTS

SECTION 1.

To be considered at any Biennial Conclave, all proposed revisions and amendments to these bylaws must be submitted in writing to the Executive Director prior to the opening session of each Conclave.

SECTION 2.

Revisions of and amendments to these bylaws may be proposed by a two-thirds vote of any Biennial Conclave. Amendments proposed by the Conclave shall become effective when approved by two-thirds of the chapters and two-thirds of the association boards of directors. The chapter and association delegates shall submit Conclave amendments to the chapter and to the association board of directors at the first regular or special business meeting following the receipt of copies of the proposed amendments from the International Executive Board. The chapter and association board of directors shall vote thereon not later than the next regular chapter or association board meeting, and the result of such vote shall be immediately reported to the Executive Director.