

House Bylaws of the Sigma Chapter of Alpha Chi Sigma

(Effective on August 15th 2018)

Preface

These bylaws are established under the authority of article IV, section C, paragraph 8 of the constitution and the bylaws of the Alpha Chi Sigma fraternity (known hereafter as the National Constitution and Bylaws) for the government of the Sigma Chapter House of the Alpha Chi Sigma Fraternity.

Article I Organization

Section A – Governance

1. The House Association of the Sigma Chapter of Alpha Chi Sigma, Inc. (HA) holds title to the house property (Property) and grants full autonomy to The Sigma Chapter of Alpha Chi Sigma (Chapter) for its governance and operation, except as stated in the Lease Agreement.
2. The Chapter grants the residents of the house and their elected officers (House) autonomy solely as specified in these House Bylaws. The Bylaws stated herein represent the specific rights and responsibilities given to the House by the Chapter. All other issues not specifically covered may be brought before the full membership of the Chapter following the petition procedure outlined in §I.D.1.
3. The Chapter retains the rights to hear all appeals or issues on any proper ruling decided at a House Meeting provided:
 - a) The executive committee agrees (on majority vote) to hear the appeal or issue and to present it to the full membership of the Chapter.
 - b) A proper petition must then be submitted to the full membership of the Chapter following the petition procedure outlined in §I.D.1.

Section B - House Meetings

1. The House Manager is required to call at least one house meeting per month, to which at least a week's notice shall be given to the House and Chapter.
2. Robert's Rules of Order (Revised) shall be considered the authority in those matters of parliamentary procedures not otherwise addressed in these bylaws.
3. A quorum for a House meeting shall be defined as a majority of the current residents of the House.

4. All active Chapter members and House residents must be informed one week prior to any House meeting.
5. All active Chapter members shall be allowed to attend the House meeting. Only House residents shall be allowed to vote at a House meeting.
6. The Chapter's right to veto any decision made at a House meeting shall not be abridged. A decision to veto must pass with a two thirds majority in a Chapter meeting.
7. If the Chapter vetoes the election of a House officer, it may then exercise its right of electing a person of its choice to that office.
8. The consumption of alcoholic beverages is prohibited during House meetings.

Section C - House Officers

The following House officers shall be elected to maintain and operate the House. House officers must be Boarders of the House for their entire term of office. Any candidates for House office must have signed, before the election, a Rental Agreement for the semester in which they hold office.

1. Administrative House Manager (HM): The HM shall bear primary responsibility for the oversight of the Sigma Chapter House and its operations, and shall have the authority to assign jobs as required for its upkeep, decree standing rules (see article IV, section C), levy fines for the infraction of House rules, fill room vacancies as they arise, and assign parking spaces. The HM shall have co-authority, with the Kitchen Manager, to hire a cook when the position is vacant. The HM is responsible for adherence to the terms of the Lease Agreement Between the Sigma Chapter of Alpha Chi Sigma and the Sigma Chapter of the Alpha Chi Sigma House Association, Inc. The HM is chair of the Housing Committee (see article I, section D, paragraph 6 of the Chapter Bylaws). The HM shall submit to the House Treasurer on the 28th of the month a report of fines levied and reimbursements required for expenditures made in the line of the HM's duties. The HM shall provide boarding applications/contracts, for the following semester, to all residents according to §II.C.1.b & c . The HM shall be elected twice a year at a House Meeting.
2. Maintenance House Manager (MM): The MM shall be responsible for maintaining house infrastructure, including its electrical, gas, and water supply. The MM shall be responsible for ensuring that furniture in residents' rooms is present and in good order. The MM shall plan and execute House Workout during the Fall and Spring Semesters. The MM shall have the authority to assign jobs as required for the House Workout and levy fines with regard to the house infrastructure. The MM shall submit to the House Treasurer on the 28th of the month a report of fines levied, and reimbursements required for expenditures made in the line of the MM's duties. The MM shall submit to the House Association a list of all renovations, repairs, regular maintenance, and forwarding addresses of Boarders who have moved. This list shall be submitted to the Secretary of the House Association on the 1st day of the 12th week of the academic semester. The MM shall be elected twice a year at a House Meeting.

3. House Treasurer (HT): The HT shall bear those duties and responsibilities with regards to the finances of the House as set forth in article IV, section E, paragraph 5 of the National Constitution. The HT shall have posted at all times in a public area of the House a current House budget. The HT shall submit to the Master Alchemist (MA) of the Chapter, on the 10th of the month, a report of income and expenditures for the previous month, including a brief summary of the reports submitted to the other House officers. The HT shall submit to the House Association a copy of the current House budget. This budget shall be submitted to the Secretary of the House Association on the first day of the twelfth week of the academic semester. The HT shall be elected at a House meeting for a term of one year to begin in June of that year.
4. Kitchen Manager (KM): The KM shall be responsible for planning and overseeing meals, for ordering food, and bears primary responsibility for the oversight and maintenance of the kitchen. The KM shall have the authority to assign jobs as required for the upkeep and cleanliness of the kitchen, assign and oversee hashers, and decree standing rules (see article IV, section B), and levy fines with regard to the kitchen. The KM shall be in charge of the cook. The KM shall have co-authority with the HM to hire a cook when the position is vacant. The KM shall submit to the House Treasurer on the 28th of the month a report of fines levied, hashers' pay, and reimbursements required for expenditures made in the line of the KM's duties. The KM shall be elected at a House Meeting twice a year.
5. Purchasing Agent (PA): The PA shall assist the other House officers in the performance of their duties by making regular shopping trips to purchase food and supplies. The PA shall submit to the HT and the KM, on the 21st of the month, a breakdown of expenditures. The PA shall be elected at a House Meeting twice a year. The PA will be reimbursed for expenses at the HT's and HM's discretion.
6. Computer Administrator (CA): The CA shall be responsible for maintaining the House computer, printer, and Ethernet network. This maintenance includes the software of the computer as well as its hardware, and it also includes the updating of the status of the individual accounts. The CA shall be elected at a House Meeting twice a year.
7. House Pervert: The House Pervert shall be responsible for maintaining an appropriate atmosphere of lewdness and perversion in the Chapter House. The House Pervert shall be elected at a House meeting twice a year. A person can decline a nomination to the office, and also cannot serve as House Pervert for more than one term.
8. The newly elected officer may claim office upon election, but shall not be salaried until the beginning of the semester for which s/he was elected. The newly elected officer must take office by the beginning of the next semester.
9. Acting House Officers:
 - a) If a House officer will be absent for a significant amount of time during the Summer or Winter Break, s/he must appoint an acting House officer to fulfill her/his duties and responsibilities.
 - b) The acting House officer should be capable of fulfilling the office for the appointed length of time.

10. In case an officer has failed to submit the required report on time, these three steps shall be followed:
 - a) Verbal warning by the MA, the HT, or the House Association Secretary on the 1st day after the due date.
 - b) Written notice on the 3rd day if the report has not been submitted.
 - c) Penalties levied on the 7th day after the due date:
 - i) withholding of pay until submission of report.
 - ii) reduction of pay by 10% for that month
 - iii) for reports to the House Association only, the officer's pay shall be reduced by \$100 for that semester. Withholding of pay and reduction by 10% shall not apply.
11. The House Manager is recommended to give to each house resident an evaluation form to be filled once a semester. This form is to be returned to him within a week's time. This evaluation form should solicit responses that aid the HM, MM, KM, HT, PA and CA in the achievement of their duties. The evaluation form, or any changes to an existing form, must be approved by a majority vote of the House. It is the responsibility of the Housing Committee to create the evaluation form.

Section D - Complaints

1. Individual problems with any section of the House Bylaws or with any House officer (excluding appeals of fines) should first be brought to the attention of the HM or the MA. Should the response of the HM or MA not be satisfactory to the complainant, a written petition may be presented to the Executive Committee of the Chapter. If a majority of the Executive Committee of the Chapter agrees to hold a hearing, the issue will be presented to the full membership of the Chapter for a vote at a Chapter meeting.
2. A request for disciplinary action against a particular House officer may be brought before the entire Sigma Chapter by a presentation of a written petition, signed by at least 5 Boarders, to the MA. The MA will then present the petition at a House meeting. A majority vote of those present will result in a disciplinary action, which may include reduction in pay for the officer in question and a call for a House Meeting in which a new officer may be elected for that position.

Article II Finances

Section A - General

1. The disbursement of any House funds shall require a majority vote of the Chapter except as provided herein.
2. Accounts and records relating to the operation of the House shall be maintained separate from those of the Chapter.

3. The HM, MM and KM shall have discretion to authorize expenses arising in the routine maintenance and operation of the House. The HM and MM shall have access to the budget category for Renovations, and Maintenance, but planned purchases made from this budget category may be vetoed by the HT or by a majority vote at a House meeting. The HM shall also have at his/her discretion \$600.00 per fiscal year for the improvement of Boarders' rooms.
4. The HT shall have the discretion to reimburse House Officers for expenditures accrued under paragraph 3 of this section.
5. The Investment Manager (IM):
 - a) The IM is to have signature authority over the Chapter's and the House's long term investment funds (those monies not used for day to day operations). The House's long-term investment funds belong-exclusively to the House and not to the Chapter.
 - b) The Investment Manager is a Chapter Officer, and as such is to be elected during a Chapter Meeting.
 - c) The IM has no authority to change funds status without the expressed permission of the Chapter or (in the case where a Chapter Meeting for this purpose is impractical) of the MA. This includes but is not limited to the liquidation of funds, the transfer of signature authority or the transfer of monies.
 - d) The IM is responsible for consulting the House and Chapter on investment strategies on long term investments.
 - e) If the House needs to draw on its long term investment funds for any reason, the HM or HT should make this need known to the Chapter or MA. Upon careful consideration and approval of the House's need, the Chapter or MA shall then instruct the IM to transfer the requested funds to an account controlled by the HT.

Section B - Chapter

1. The Chapter shall collect from the House each semester, for each non- and inactive member Boarder, a sum equal to half the difference between members' and non- and inactive members' rent.
2. The Chapter shall pay to the House each semester any debts owed to the House by non-Boarder Chapter members.

Section C - House

1. Boarder Rent:
 - a) The year is divided into two contract periods. The Spring Contract Period begins on the first day of the UC Berkeley Spring Semester (Spring) and ends the day before the first day of the UC Berkeley Fall Semester (Fall). The Fall Contract Period begins on the first day of the UC Berkeley Fall Semester (Fall) and ends the day before the first day of the UC Berkeley Spring

Semester. These dates are to be determined by the UC Berkeley academic calendar. The Spring Contract Period includes the Summer Break, defined as the span of days falling between the last day of Spring and the first day of Fall. The Fall Contract Period includes the Winter Break, defined as the span of days falling between the last day of Fall and the first day of Spring.

- b) Should the Boarder intend to remain in residence at the House for a Spring Contract Period following a Fall Contract Period for which they have resided in the House, the Boarder shall be required to renew their Rental Agreement by the 1st day of the 13th week of the corresponding fall semester. This day will be termed the Fall Renewal Date.
 - c) Should the Boarder intend to remain in residence at the House for a Fall Contract Period following a Spring Contract Period for which they have resided in the House, the Boarder shall be required to renew their Rental Agreement by the 1st day of April of that Spring Contract Period. This day will be termed the Spring Renewal Date.
 - d) A Boarder who has not signed and turned in to the HM a Rental Agreement by the corresponding Spring Renewal Date or Fall Renewal Date forfeits his/her "squatting rights" (see §III.B.1)
 - e) The days falling within the UC Berkeley Fall or Spring Semesters will be billed at a flat rate of \$3064.24. All other days within the Contract Period will be billed at a rate of \$17.00/day.
 - f) Semester rent shall be decreased by \$200.00 for active members.
 - g) Rent Bills shall be issued by the HT on the 1st of the month and are due by the 10th of the month.
 - h) The Boarder shall pay a security deposit equal to three-eighths of the flat rate defined in §II.C.1.e. The Rental Agreement is not valid until the deposit is paid. The Boarder shall not be allowed to move into the House before paying the security deposit. The deposit shall be refunded once all debts owed to the House by the Boarder have been settled. The interest accrued by the deposit shall be refunded to the Boarder annually in a discount appearing on their December rent bill.
2. Guest Rent:
- a) Guests of the House shall be charged \$10.00 per night up to a maximum of fifteen nights per Contract Period.
 - b) Boarders hosting Guests shall be charged \$5.00 per night for nights spent in a Boarder's room, or \$10.00 per night spent in public areas of the House. Each Boarder may have up to three guest-nights per month without charge. No individual guest can stay at the house more than 15 nights per Contract Period.
3. Guest Meal Charge
- Boarders hosting a non-resident of the House for a meal shall be charged \$5 per dinner. Each Boarder may have up to three guest meals per month without charge. There is no meal charge for overnight Guests.
4. Officer Salaries:
- a) The Administrative House Manager shall receive a 40% discount on their monthly rent. The Maintenance House Manager shall receive a 40% discount on their monthly rent. The House Treasurer shall receive a 58% discount on

their monthly rent. The Kitchen Manager shall receive a 40% discount on their monthly rent. The Purchasing Agent shall receive a 38% discount on their monthly rent if the chef does not cook in the house. The Purchasing Agent shall receive a 58% discount on their monthly rent if the chef cooks in the house. The Computer Administrator shall receive a 13% discount on their monthly rent. People sharing a House Officer position shall split the discount accordingly.

- b) Acting House Officers as defined in §I.C.9 shall receive the rental discount of the forfeited officer's for the period they take up that officer's responsibilities.
5. Hashers:
- a) The Hasher is a person fulfilling the hashing duties as prescribed by the KM on the hashing form. The KM is the sole authority with respect to the fulfillment of hashing duties.
 - b) The Hasher shall be paid at the KM's discretion up to \$30.00 for the fulfillment of hashing duties. The Kitchen manager may award additional monies to the hasher if the amount of work needed to fulfill the hashing duties that night greatly exceed that of a normal night.
 - c) If there are not enough volunteers to hash, residents will be selected on a rotating basis to fill this need.
6. Cook: The Cook's salary shall be determined by the KM and approved by HT.

Article III Boarders Rights & Responsibilities

Section A - Contracts

1. The Chapter, represented by the House as outlined in these bylaws, and the Boarder agree to all the terms listed on the Rental Agreement (Contract) and in these House Bylaws.
2. All changes to Contracts for future contract periods, excluding the usual adjustment of dates and rental charges (see §II.C), must be approved at a House meeting.
3. Boarders wishing to forfeit their contract may be released from their contract only if they find a suitable replacement who, with the HM, signs a new contract. Boarders who announce their desire to forfeit their contract in writing to the HM agree to the following terms:
 - a) They check out of their room and return their room key within ten days of their announcement.
 - b) They surrender any current or future Room Assignment (see §III.B). The HM will offer the vacated room to other Boarders according to §III.B.4.b.
 - c) They are exempt from all Boarder's Duties (see §III.G) assigned for dates falling after their room checkout date.
 - d) The HM will advertise the room vacancy.

- e) Should the Boarder change their mind before a new contract is signed by a potential replacement, the Boarder should announce their intention to retain their contract in writing to the HM. The HM will then immediately assign them an available open room, issue a room key, and assign Boarder's Duties as outlined in §III.G. If House Workout was missed, makeup activities may be assigned.
- 4. If the house is not filled by the second week of classes, then any resident or active chapter member will receive a \$50 finder's fee at the end of that semester for any boarder they find to fill the vacancy. The new resident and the HM must sign a contract. The determination of whether an individual actually "found" the new resident is up to the discretion of the HM.
- 5. The HM will have final discretion as to the signing of any contract.
- 6. Boarders and Chapter Members shall have full access to the Property except as follows:
 - a) Non-members and inactive members may be required to vacate the Property for up to 16 hours for Chapter functions once per semester. At least one week's notice will be given.
 - b) Access of non-members to the Chapter Room may be restricted during official Chapter functions
 - c) The Property may be used as a polling place for public elections.

Section B - Room Assignment

Room Assignment is the process by which the HM determines where Boarders shall reside during the following Contract Period.

- 1. Any current Boarder who has signed and turned in to the HM a Rental Agreement (Contract) for the following Rental Period by the Spring Renewal Date or Fall Renewal Date (see §II.C.1) for the current Rental Period has "squatting rights," which s/he can exercise to remain in his/her present location in the House for the following semester.
- 2. On the seventh day after the Spring Renewal Date or Fall Renewal Date any resident who has not signed a Contract forgoes any and all residency based priority points.
- 3. By the end of the seventh day after the Spring Renewal Date or Fall Renewal Date, the HM must have compiled a list of Boarders for the following semester (hereafter known as Future Boarders) and their respective priority points.
- 4. The HM shall assign future Boarders to rooms using the following rules:
 - a) Squatters get to squat (see Paragraph 1 of this section).
 - b) Room slots get assigned according to highest Priority (see §III.C) that all Future Boarders will have at the end of the current rental period i.e. if no Future Boarder may move into a room slot which a Future Boarder with more Priority wants to move into.

The HM must complete this process by the fourteenth day after the Spring Renewal Date or Fall Renewal Date.

Section C - Priority

Priority points will be awarded according to the following system.

1. Boarders shall receive 1 priority point at the end of each full Rental Period of continuous residence.
2. Student members that are active in the Sigma Chapter at the end of the semester shall receive 0.5 priority points (Students who join the Sigma Chapter are considered to be active at the end of the semester and therefore receive this point).
3. Non-resident members of Alpha Chi Sigma shall receive 0.5 priority points upon signing a Rental Agreement (This is considered a residency-based point).
4. Priority points are awarded to House and Chapter officers at the end of each contract period as follows:

Fall Contract Period	Spring Contract Period	Office
1.25	1.75	House Manager
1.25	1.75	Maintenance Manager
1.25	1.75	House Treasurer
1.1	1.3	Kitchen Manager
1.1	1.1	Purchasing Agent
0.4	0.6	Computer Administrator
0.0069	0.0069	House Pervert
1.1	1.1	Master Alchemist
0.8	0.8	Master of Ceremonies (w/ pledge class)
0.2	0.2	Master of Ceremonies (no pledge class)
1	1	Vice Master Alchemist (w/ pledge class)
0.2	0.2	Vice Master Alchemist (no pledge class)
1	1	Pledgemaster
0.6	0.6	Chapter Treasurer
0.4	0.4	Reporter
0.2	0.2	Webmaster
0.4	0.4	Recorder
0.3	0.3	Historian
0.1	0.1	Investment Manager
0.3	0.3	Alumni Secretary
0.7	0.7	Professional Chair
0.6	0.6	Outreach Chair
0.4	0.4	Social Chair
0.4	0.4	Fundraising Chair
0.3	0.7	Banquet Chair
0.4	0.4	Tutoring Chair
0.4	0.4	Public Relations Chair
0.2	0.2	Expansion Chair
0.0069	0.0069	Venerable Degenerate

Note: Changes to the priority point system do not affect priority points already awarded. Multiple people who share one position shall split the points equally.

5. If a Boarder moves out of the House, and maintains active membership in the Chapter, Chapter-based points are retained, but residency-based points are lost.
6. Residency points include house officer points and points earned through living in the house.
7. Fraternity membership points, and chapter officer points are considered chapter-based points.
8. If a Boarder moves out of the house s/he loses all residency-based priority points.
9. A Boarder who leaves for Summer or Winter Break, does not lose any priority points.
10. Upon deactivation the former active member loses all priority points except for residency-based points. A member reactivating in the same semester will retain all points. See also §I.A of the Chapter Bylaws.
11. A Boarder or a Chapter member who leaves the House or Chapter for one semester for the purpose of an internship or other actions related to one's education and then returns to the House or active membership the following semester, shall not lose his/her priority points upon leaving the House or becoming inactive for that semester.
12. In case of a tie, the priority goes to the Boarder who first moved into the House.

Section D – Guests

(Note: The HM should realize that Boarders become distressed about frequent use of the Guest of the House policy which limits their access to the Chapter room. Now, the HM should also bear in mind that Guests of the House are one of the ways a rapport with the College of Chemistry is maintained. A fine balance between cutting off campus and raising the ire of the residents must be struck, and the HM is responsible for this. This will likely change semester to semester, but having more than three weeks of Guest of the House nights during one semester should be discouraged to promote harmony.)

1. Guest charges are listed in §II.C.2&3. Hosts are responsible for all debts accrued by their Guests.
2. The KM must be notified in advance and authorize any meals for Guests.
3. The HM must be notified in advance and authorize any Guests for each overnight stay.
4. A Guest staying in the Chapter Room may request that the room be vacated between 11pm and 8am.
5. The HM shall have the option of assigning additional House Jobs to Boarders who have Guests staying in excess of six consecutive nights.

Section E - House Food and Kitchen Privileges

1. One cooked meal per day will be provided from Monday to Friday throughout the Semester except for school holidays. Bread, cereal, milk, and snacks are available on all days of the week during the semester. Lunch meats and cheese will be provided; however, no formal lunches will be served.
2. In order to reserve a late dinner, a Boarder must mark the appropriate list by 5 p.m. of that evening.

Section F - Parking

1. In order to qualify for a parking spot in the House lot, a person must be a Boarder and must have a car legally operable under its own power on public streets.
2. The awarding of a spot to a qualified boarder shall be given according to the following priority:
 - a) A qualified Boarder has his/her car here full time.
 - b) By priority points (see Section A of this article).
 - c) House Manager has ultimate discretion in awarding a spot.
3. Assigning specific locations in the lot shall be done by the HM so as to maximize the number of cars in the lot and convenience of the drivers.
4. Boarders may be required to move their vehicles out of the lot for House or Chapter functions.
5. A Boarder not awarded a spot in the House lot may, at the discretion of the HM, receive a refund for purchase of a street parking permit.

Section G – Boarders’ Duties

1. House Jobs will be assigned by the HM on a weekly basis. Boarders are responsible for periodically checking the House Jobs list.
2. During the Spring and Fall, the KM will assign Boarders to Hashing Duty each week. Hashing consists of duties defined by the KM on the hashing form. During the Summer and Winter Break, the KM will assign Hashing Duty as necessary.
3. Boarders are responsible for cleaning the bathroom they use. The HM may invoke a schedule as necessary.
4. Once per semester the MM shall organize a House Workout, to last approximately 8 hours, during which time the Property will be cleaned, repaired and renovated as necessary. All Boarders are required to participate. With prior approval of the MM, a Boarder may work his/her 8 hours on the Property on another day of the semester.

Article IV Rules and Enforcement

Section A - General

1. All fines may be appealed to the Sigma Chapter of Alpha Chi Sigma.
2. At the beginning of each term of residency (semester, Summer, or Winter Break), all Boarders’ n-values are equal to 0. A Boarder’s n-value is incremented by 1 before each n-fine is assessed. The HM shall be responsible for keeping an updated account of each Boarder’s n-value.
3. Boarders are responsible for any House assets they damage. They may be charged for costs incurred for the repair or replacement of said assets.

4. The HM, MM and KM shall have the authority to decree standing rules to assist them in the duties assigned to them by these bylaws. Violation of these rules will result in a \$2n fine, unless otherwise specified. A current listing of standing rules shall be posted at all times. Standing rules remain in effect until revoked by either the office which enacted it or a majority vote of the Chapter.
5. The House may fine the Chapter following a Chapter event if the Chapter fails to clean up after the event.

Section B – Kitchen Fines

1. Scheduled hashers are responsible for finding a replacement if they cannot hash. Failure to do so will result in a fine equal to the salary paid for that meal. This fine can then be given in addition to regular hashing salary to the person who volunteers to hash on short notice. Failure to complete Kitchen Cleanup will incur a \$25n fine per person, and will not relieve them from their duties.
2. Consumption of off-limits food (as defined by the KM) results in a \$5n fine.
3. Boarders must wash their own dishes promptly except during hashing. Non-compliance results in a \$5n fine.

Section C – House Fines

1. Fines relating to safety
 - a) The HM must be notified in advance and authorize any Guests for each overnight stay. Failure to do so will result in a \$5n fine.
 - b) The presence of all firearms in the House must be reported to the HM. No loaded firearms are permitted in the House.
 - c) Boarders may not cook in their rooms. Non-compliance results in a \$10n fine.
 - d) Electric space heaters shall not be allowed in rooms, unless specifically approved by the HM. Non-compliance results in a \$25.00 fine.
 - e) Intentionally deactivating a smoke alarm shall result in a \$100.00 fine.
 - f) Intentional activation of any smoke alarm in the absence of a test or an emergency, tampering with fire prevention and safety equipment, or propping a fire door open or closed results in a \$25.00 fine.
 - g) Unauthorized entry to off-limits areas of the House shall result in a \$50 fine. Off limits areas are defined but not limited to, the linen closet, the pantry.
 - h) Lighting or the use of unauthorized fire in the house (including candles and incense), shall result in a \$5n fine.
2. Fines relating to neighborliness:
 - a) Failure to remove personal belongings from public areas of the House upon the request of the HM results in a \$2n fine.
 - b) If a Boarder fails to clean up after himself/herself or her/ his Guest, the HM may issue a \$2n fine.
 - c) Smoking is not allowed anywhere in the House nor on its roof. Non-compliance results in a \$10n fine.

- d) Boarders who smoke are required to clean any cigarette-related refuse outside the House at the request of the HM. Failure to do so results in a \$2n fine.
 - e) Removing a current newspaper or magazine from a public area of the House will incur a \$5 fine.
 - f) No pets are allowed in the House except by unanimous approval at a House meeting. This does not include pets such as fish, rodents, birds, and other animals that will stay in a cage or aquarium at all times, or certified service animals. These pets must still be approved by the roommate of the owner, if any.
 - g) Prior to holding parties or other events which may disturb the neighbors, reasonable efforts must be made to contact and inform them of the activity, failure to do so results in a \$10.00 fine.
 - h) Quiet Hours extend from 11 p.m. to 8 a.m. each night during the week except for Friday and Saturday nights. Violation of Quiet Hours results in a \$2n fine.
3. Fines relating to parking:
- a) All vehicles in the lot must be legally operable under their own power on public streets. A \$5 fine plus an additional \$1 per day fine will be issued for non-compliance. Such a vehicle may be towed at the owner's expense.
 - b) Vehicles shall not be parked so as to block entry to the House or Driveway. Non-compliance results in a \$5n fine.
 - c) Motorcycles (including motor-scooters or mopeds) parked on the east side of the Property must be moved to the street before being started. Violation carries a \$2n fine.
 - d) Boarders may be required to move their vehicles out of the lot for House or Chapter functions. Non-compliance shall result in a fine of \$10 or amount of income lost by the Chapter due to the space occupied, whichever is greater.
4. Fines relating to Boarder's Duties and the House's Property
- a) Failure to complete a House Job by the posted date will result in a \$10+2n fine.
 - b) Failure to complete House Workout or assigned make-up activities will result in a \$300 fine.
 - c) Unless prior arrangements are made with the HT, rent received after the 10th, and by the 15th, is subject to a \$10 penalty. Rent that remains unpaid after the fifteenth will be subject to an additional fine of 5% of the amount owed or \$10, whichever is greater.
 - d) Non-members and inactive members who fail to vacate the Property for Chapter functions as outlined in Article III, Section A.6 shall be granted a 30 minute grace period. Failure to vacate the house within this time will result in a \$50 dollar fine and a \$20 fine for every 15 minutes thereafter.

Article V Amendments

These bylaws may be amended or extended, but not in violation of any provision of the National Constitution and Bylaws or the Lease Agreement of the Sigma Chapter of Alpha Chi Sigma House Association, Inc., by a two-thirds majority of votes cast at an official

House Meeting as defined by §I.B. Amendments to these bylaws shall become effective in the beginning of the semester following the one in which the amendment was passed. The Executive and Bylaws Committees of the Sigma Chapter shall be empowered to change the wording of amendments passed at House meetings without changing the meaning thereof, if necessary to bring them into conformity with good English usage and consistent terminology.

Revision List

Most recent modifications listed first.

2018-4-25 Approved at House Meeting

To be updated in Article I, Section B.5.

All active Chapter members shall be allowed to attend the House meeting. Only House residents shall be allowed to vote at a House meeting.

To be updated in Article I, Section C.

Add Maintenance House Manager (MM) position.

To be updated in Article II, Section C.4.

1. The Administrative House Manager shall receive a 40% discount on their monthly rent.
2. The Maintenance House Manager shall receive a 40% discount on their monthly rent.
3. The Purchasing Agent shall receive a 38% discount on their monthly rent if the chef does not cook in the house. The Purchasing Agent shall receive a 58% discount on their monthly rent if the chef cooks in the house.

To be updated in Article III, Section C.2.

Student members that are active in the Sigma Chapter at the end of the semester shall receive 0.5 priority points.

To be updated in Article III, Section C.6.

Residency points include house officer points and points earned through living in the house.

2018-1-31 Approved at House Meeting

To be updated in Article II, Section C.1.e

Rent updated from \$2904.24 per semester to \$3064.24 per semester. Rent updated from \$16.10 per day to \$17.00 per day outside the semester.

To be updated in Article III, Section C.4.

1. Updated the Master of Ceremonies (w/ pledge class) to be awarded 0.8 priority points at the end of each contract period.
2. Updated the Chapter Treasurer to be awarded 0.6 priority points at the end of each contract period.
3. Updated the Recorder to be awarded 0.4 priority points at the end of each contract period.
4. Updated the Alumni Secretary to be awarded 0.3 priority points at the end of each contract period.
5. Updated the Professional Chair to be awarded 0.7 priority points at the end of each contract period.

6. Updated the Social Chair to be awarded 0.4 priority points at the end of each contract period.
7. Updated the Fundraising Chair to be awarded 0.4 priority points at the end of each contract period.
8. Updated the Banquet Chair to be awarded 0.3 priority points at the end of each contract period.
9. Removal of the Editor/Publicist.

2016-10-26 Approved at House Meeting

To be updated in Article II, Section C.1.b., C.1.c, C.1.d.
 Notification by the Boarder to the HM of intent to board for the Fall Contract Period updated from the first day of the thirteenth week of the preceding Spring Contract Period to the 1st of April of the preceding Spring Boarding Period.

To be updated in Article III, Section B.1
 Relevant dates regarding renouncement of Boarder squatting rights, decision by the HM of Future Boarders, and assignment by the HM of Future Boarders to rooms adjusted to the beginning of the seventh day after the Fall or Spring Renewal Date, the end of the seventh day, and the beginning of the fourteenth day, respectively.

2015-08-26 Approved at House Meeting

To be updated in Article II, Section C.1.c
 Rent updated from \$2682 per semester to \$2904.24 per semester.

2015-10-21 Approved at House Meeting

To be updated in Article II, Section C.1.c
 Rent updated from \$2594 per semester to \$2682 per semester. Rent updated from \$15.30 per day to \$16.10 per day outside the semester.

2014-12-11 Approved at House Meeting

To be updated in Article II, Section C.1.c
 Rent updated from \$2557 per semester to \$2594 per semester. Rent updated from \$15.10 per day to \$15.30 per day outside the semester.

2012-05-01 Approved at House Meeting

2012-11-29 Approval at a General Fraternity Meeting

To be updated in Article II, Section C.1.c
 Rent updated from \$2520 per semester to \$2557 per semester. Rent updated from \$14.90 per day to \$15.10 per day outside the semester.

To be added in Article II Section A.

3.1) Proposed Addition: The House Treasurer shall establish operational budgets for all house officers. These budgets are to be posted no later than two weeks prior to the start of the contract period. House officers must not overspend their respective budgets without receiving prior written approval from the House Treasurer. Failure to do so will result in that house officer paying the difference overspent as a fine.

2010-12-08 Approved at House Meeting

2011-02-17 Approved at General Fraternity Meeting

To be added in Article III, Section C.4.

1. Addition of the Tutoring Chair to be awarded 0.1 priority points at the end of each contract period
2. Addition of the Venerable Degenerate to be awarded 0.0069 priority points at the end of each contract period
3. Removal of the National Chemistry Week Chair. Professional Chair to be awarded 0.3 priority points at the end of each contract period

2010-09-07 Approved at House Meeting

2010-12-02 Approved at General Fraternity Meeting

To be updated in Article II, Section C.1.c

Rent updated from \$2382 per semester to \$2520 per semester. Rent updated from \$14.65 per day to \$14.90 per day outside the semester.

2008-12-09 Approved at House Meeting

2009-05-07 Approved at General Fraternity Meeting

To be added to Article III Section A:

Occupants – The number of occupants is limited to 26. The priority for occupying the dwelling shall be:

1. Sigma Chapter of Alpha Chi Sigma Members who are students of the University of California.
2. Other Alpha Chi Sigma Members who are students of the University of California.
3. Other Students of the University of California.
4. Sigma Chapter of Alpha Chi Sigma Members who are not students of the University of California.
5. Other Alpha Chi Sigma Members who are not students of the University of California
6. Anyone else whom the Tenants deem appropriate.

2008-12-02 Approved at House Meeting

2008-12-04 Approved at General Fraternity Meeting

To be added to Article IV, Section C

4. Fines relating to Boarder's Duties and the House's Property
 - d) Non-members and inactive members who fail to vacate the Property for Chapter functions as outlined in Article III, Section A.6 shall be granted a 30 minute grace period.

Failure to vacate the house within this time will result in a \$50 dollar fine and a \$20 fine for every 15 minutes thereafter.

To be updated in Article II, Section C.1.c

Rent updated from \$2290 per semester to \$2382 per semester. Rent updated from \$14 per day to \$14.65 per day outside the semester.