

BYLAWS FOR THE LAMBDA CHI ALPHA FRATERNITY INC.

ARTICLE I: NAME

Section 1. This body shall be officially known and designated as the Lambda Omega Zeta of The Lambda Chi Alpha Fraternity.

Section 2. This name shall be applied to the chapter at Central Michigan University, located in Mount Pleasant, MI.

ARTICLE II: OBJECTIVES ENUMERATED

Section 1. Objectives. The objectives of Lambda Omega Zeta shall be:

- (a) To maintain an undergraduate unit of The Lambda Chi Alpha Fraternity at Central Michigan University in accordance with its ideals, standards, traditions, and laws set forth in its Initiation Ritual, Constitution, Statutory Code, Grand High Zeta edicts, and the authorized rulings and orders of its general officers.
 - (b) To build up the membership, ideals, spirit, organization, and physical equipment of this chapter so that affiliation therewith shall always be regarded as an honor and privilege of which only the finest men are worthy.
 - (c) To foster a spirit of genuine brotherhood among its members, to welcome all members and associate members in good standing from other Zetas, to strengthen bonds between chapters, and to cultivate a universal consciousness of fraternalism within Lambda Chi Alpha. Furthermore, to emphasize that its badge and ritual are sacred, that initiated membership is for life, and that its brotherhood is universal.
 - (d) To make good men great and great men excellent.
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ARTICLE III: LAWS

Section 1. Laws Enumerated. Lambda Omega Zeta shall be governed by the following laws:

1. Constitution and Statutory Code
 2. Initiation Ritual
 3. Orders of the Grand High Zeta
 4. Central Michigan University Regulations
 5. Chapter Bylaws
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ARTICLE IV: MEETINGS AND FUNCTIONS

Section 1. Regular Meetings. The time and place of regular meetings shall be determined by the High Alpha. The chapter shall hold a minimum of two general fraternity meetings each month during the academic year. Any changes to the meeting schedule require a twenty-four (24) hour notice.

Section 2. Special Meetings. Special meetings may be called by the High Alpha or by a written petition of one-third of the active membership. All members must be notified at least twenty-four (24) hours prior to a special meeting.

Section 3. Quorum. A quorum shall be defined as 50% + 1 of the active members in good standing. Associate members shall count toward the quorum except in discussions reserved for fully initiated brothers.

Section 4. Attendance Policy.

- (a) Attendance at all regular and special meetings is compulsory for all members in good standing, including associate members.
- (b) Any chapter event announced as a "mandatory event" at least two weeks prior shall be compulsory. Missing a mandatory event shall follow the same guidelines as missing a chapter meeting and may be subject to additional disciplinary action at the discretion of the Executive Committee.
- (c) Excuses for absences must be submitted in writing or via electronic mail to the High Gamma before the absence. The Executive Committee may grant an excuse after the absence in extenuating circumstances. Excused absences can include but are not limited to work schedule conflicts, medical emergencies, family emergencies, etc.
- (d) The High Tau, High Gamma, and High Beta shall record the names and fine amounts for all such fines against members' dues.

Section 5. Voting. Active members in good standing may vote on all chapter decisions. Associate members may vote in all meetings except on matters concerning disassociation and initiation. Proxy voting is prohibited.

Section 6. Behavior at Meetings.

- (a) Disorderly conduct during meetings shall not be tolerated.
- (b) Any member who refuses to maintain decorum shall be expelled from the meeting by the presiding officer and fined no less than five dollars (\$5), payable at the time of dismissal or added to the member's dues.
- (c) No member shall be under the influence of alcohol or drugs while attending a meeting.

Section 7. Dress Code for Meetings.

- (a) All general business meetings are considered formal chapter meetings unless otherwise specified.
- (b) Dress for formal meetings shall be business professional. Dress for all other meetings shall be at the discretion of the highest-ranking officer, keeping in mind the gentlemanly foundation of the chapter.
- (c) Members not dressed appropriately may be denied entrance at the discretion of the highest-ranking officer and may be subject to additional disciplinary action.
- (d) Guests and alumni shall be expected to dress appropriately but may be granted entrance at the discretion of the highest-ranking officer.

Section 8. Order of Business. The following shall be the order of business at regular chapter meetings:

1. Call to Order
2. Roll Call
3. Creed Recitation
4. Officers' Reports
5. Old Business
6. New Business
7. Open Discussion
8. Adjournment

Section 9. Rules of Order. Meetings shall be conducted in accordance with Robert's Rules of Order at the discretion of the chair. Officers shall be addressed formally, e.g., "Brother High Alpha."

ARTICLE V: OFFICERS

Section 1. High Zeta Officers. The officers of Lambda Omega Zeta shall include:

- High Alpha (President)
- High Beta (Vice President-Internal)
- High Theta (Vice President-External)
- High Gamma (Secretary)
- High Tau (Treasurer)
- High Iota (Risk Manager)
- High Kappa (Fraternity Educator)
- High Delta (Recruitment Coordinator)
- High Phi (Ritualist)
- High Sigma (Scholastic Chairman)
- High Epsilon (Social Chairman)
- High Rho (Alumni Secretary)
- High Pi (Alumni Advisor, appointed as per Statutory Code III-7)

Section 2. Eligibility to Hold Office. Only members in good standing who meet the requirements of Code III-2 of the Statutory Code may hold office.

Section 3. Elections. Regular elections shall be held annually in February for terms beginning in June and lasting twelve months. Nominations shall be taken the week leading up to elections. Candidates shall present a mission statement and goals to the Executive Committee and fraternity during elections.

Section 4. Vacant Positions. Vacancies shall be filled in accordance with Code II-12(b) of the Statutory Code.

Section 5. Delegate Qualifications. The Official Delegate to the General Assembly, High Alpha Summit, and similar events shall be an active member in good standing with at least one full year before graduation.

Section 6. Appointed Positions. The High Alpha, Executive Committee, or fraternity may create appointed positions such as Brotherhood Chair, Athletics Chair, Marketing Chair, House Manager, and IFC Representative.

If appointed, the Brotherhood Chair shall coordinate and plan all brotherhood events throughout the semester. They shall create a budget for these events and present it to the High Tau.

If appointed, the Athletics Chair shall act as the chapter's representative to University Recreation. The Athletics Chair shall also inform the chapter of upcoming sporting events in which the chapter may participate, as well as the chapter's standing in competition.

If appointed, the Marketing Chair shall manage the chapter's social media pages and coordinate the purchase of any apparel. They will create a budget for any merchandise the chapter wishes to purchase and present it to the High Tau. They will oversee social media to ensure posts align with the chapter's values.

If appointed, the House Manager shall ensure the fraternity house is in good condition. They shall bring any necessary cleaning, maintenance, or other concerns to the chapter's attention. Additionally, the House Manager will be responsible for ensuring all tenants pay their rent on time.

The IFC Representative shall act as the fraternity's delegate to the weekly IFC meetings and shall be empowered, as appropriate, to act on behalf of the chapter. The IFC Representative shall be responsible for reporting to the chapter any actions taken by IFC or any resolutions requiring a chapter vote.

ARTICLE VI: EXECUTIVE COMMITTEE

Section 1. Composition. The Executive Committee shall be composed in accordance with Code III-9(a) of the Constitution and Statutory Code. The chapter, at the regular chapter elections held in February, will elect two members-at-large and an alternate.

Section 2. Powers and Duties. The powers and duties of the chapter Executive Committee shall be defined in Code III-9(b) of the Constitution and Statutory Code of Lambda Chi Alpha.

Section 3. Fines. The Executive Committee may assess fines at its discretion. Any member who has not paid their fine in full will be considered not in good standing. Examples of fineable offenses include:

Meetings: All meetings are mandatory unless otherwise stated by the High Alpha or Executive Committee. Any member absent or late without a valid excuse submitted beforehand will be fined no less than five dollars (\$5).

Initiation: All members are required to attend the initiation ritual. Failure to attend the entirety of the ritual without a valid excuse will result in a fine of no less than two hundred fifty dollars (\$250).

Philanthropy: A fine of no less than fifty dollars (\$50) per infraction will be assessed to any individual who fails to participate in a required philanthropy event.

Designated Drivers & Sober Monitors: All members are expected to participate in the Designated Driver and Sober Monitor programs as set forth by the High Iota and approved by the Executive Committee. Failure to report for a scheduled shift without a replacement will result in a fine of no less than fifty dollars (\$50), which will be added to dues or must be paid before the next formal meeting.

Scholastics: All members must adhere to the academic plan established by the High Sigma (Appendix 1).

ARTICLE VII: OTHER COMMITTEES

Section 1. Creation and Organization. The High Alpha shall create or eliminate committees at his discretion or upon a majority vote of the chapter. The High Beta shall organize all committees.

ARTICLE VIII: MEMBERSHIP.

Section 1. Membership Requirements. The General Fraternity retains the sole and final authority over membership requirements. Eligibility for Lambda Chi Alpha membership is restricted to:

- (a) College men of good moral character whose ideals, characteristics, and attainments align with fraternity values, and who comply with fraternity laws.
- (b) Individuals who are not members of any other national general social college fraternity or similar local general social fraternity.
- (c) Candidates who have paid all necessary fees, including initiation and associate member fees, at least five days prior to initiation.

Section 2. Voting on Candidates for Associate Membership. The High Delta shall develop criteria for Associate Membership, subject to approval by a majority vote of the active chapter. These criteria shall be reviewed annually and voted on during the last chapter meeting of the Spring semester. An 87% majority of active, present, and good-standing members is required to extend a bid to a prospective member.

Section 3. Voting on Candidates for Initiation. The Executive Committee, in coordination with the High Phi, shall determine a meeting date to vote on candidates for initiation. This meeting must occur no later than two weeks before the initiation ritual. A minimum of 87% of active, initiated, present, and good-standing members must vote in favor of initiation.

ARTICLE IX: INITIATION

Section 1. Time. Initiation dates for the Fall and Spring semesters will be determined during the Fall High Zeta retreat and incorporated into the annual calendar. The High Rho will communicate these dates to alumni and the alumni association.

Section 2. Manner of Initiation. Lambda Omega Zeta shall conduct initiation ceremonies strictly in accordance with General Fraternity laws and practices.

Section 3. Compulsory Attendance. All active members must attend the Ritual Exemplification Ceremony. Absences require advance notice and approval by the Executive Committee. Excused absences may include, but are not limited to, work conflicts, medical emergencies, and family emergencies.

Section 4. Conduct. Members must exhibit proper behavior and reverence during initiation. Those who fail to do so will be subject to disciplinary action, including fines and other sanctions, at the discretion of the Executive Committee in consultation with the High Phi.

ARTICLE X: FINANCES

Section 1. Dues. The structure of payment is as follows:

- (a) Each active member is required to pay a specific amount per semester (Fall and Spring). Dues shall be payable prior to the first chapter meeting of each semester. Should a member be unable to make such a payment, they shall request a payment plan from the Executive Committee.
- (b) Dues are comprised of the following: a portion of the base chapter fee, member dues as assessed by the national fraternity, RMA costs, Lambda Omega fund costs, and any outstanding fines or penalties from the preceding semester.
- (c) Dues are to be evaluated by the High Tau each semester to ensure that dues are adequate.
- (d) Associate Member (AM) Fees: AM fees shall be collected throughout the semester. One hundred and twelve dollars (\$112) is payable one week following the AM's participation in the Associate Member Ceremony. Two hundred and thirty-five dollars (\$235) is payable one month prior to Initiation.

- (e) **Payment Plans:** If any member is unable to pay dues at the time they are owed, they must set up a payment plan with the High Tau, to be approved by the Executive Committee. If a member is unable to pay dues for the entire semester, the member must first receive approval for Financial Hardship from Lambda Omega Zeta. If approved, the member must write a “Letter of Financial Hardship” that will be submitted to the High Gamma, who will forward it to the Grand High Pi.
- (f) **Outstanding Balances:** If a member has any outstanding balance, the member may not participate in any fraternity events, at the discretion of the High Tau and Executive Committee.
- (g) **Alumni:** If an alumnus has an outstanding balance with the Chapter or General Fraternity, they will not be permitted to attend Homecoming, Initiation, or any social functions of the Chapter until the balance is paid off. If an alumnus plans to attend an event that requires payment (like those aforementioned), they must register and pay in advance to guarantee their spot.
- (h) **Fines:** Any fines incurred by members shall be added to the member’s account balance and must be paid off by the end of the semester to prevent an outstanding balance.
- (i) **Reimbursements:** Reimbursements must be approved by Lambda Omega Zeta and will only be paid out if a valid receipt is presented within thirty (30) days of the purchase. If a valid receipt is not available, but reasonable evidence exists, the amount may be deducted from the member’s account.
- (j) **Operations:** The books of Lambda Omega Zeta shall operate on the Generally Accepted Accounting Principles (GAAP) Accrual Basis of Accounting. The operational cycle shall extend from the first day of the Fall semester until the last day of summer break before the following Fall semester. Tax Form 990-N is to be filed by September 15 each year.
- (k) **Miscellaneous:** If any member is found to be using the funds of Lambda Omega Zeta for personal expenses, alcohol, or drugs, the member shall voluntarily remove themselves from active status and disaffiliate from Lambda Chi Alpha and Lambda Omega Zeta.
- (l) A member shall be fined accordingly if their check is returned to Lambda Omega Zeta for any reason. A member shall be afforded the right to pay by card with a convenience fee.

Section 2. Budget. The budget of Lambda Omega Zeta shall be prepared by the High Tau, approved by the Executive Committee, and proposed to the active chapter.

Section 3. Association and Initiation Fees. The Association fee and Initiation fee shall be equal to the amount billed by the Office of Administration. Associate Member and Initiation Fees, both local and General Fraternity, shall be paid five days prior to the initiation ritual, upon invoicing in immediately available funds, whether cash, or by credit or debit card, and not by note or any other delayed method of payment. Initiation of those unable to pay their fees immediately upon invoicing shall be delayed until they can pay them.

Section 4. Procedure for Disbursement of Funds.

- (a) All amounts expended must be within the approved budget and approved by the officer under whose budget the amount is to be applied.
- (b) If an unexpected expense arises outside of the prepared budget, the requesting member may request reimbursement for the aforementioned expense, with approval from a majority of the Executive Committee or a two-thirds vote by the active chapter and Associate Members.
- (c) Failure by any officer to follow proper procedures regarding expenditures may result in that officer having to pay for such expenditures.

Section 5. Financial Accountability. The High Tau shall present at every chapter business meeting a financial report regarding the weekly expenditure of all funds, as well as the status of chapter accounts.

ARTICLE XI: DISCIPLINE OF INDIVIDUAL MEMBERS

Section 1. Offenses Defined. Each member of Lambda Omega Zeta shall abide by the laws of the Fraternity as defined in Article I, Section 3 of the Constitution, the bylaws of this chapter, acts of this Zeta, and acts of this Zeta's Executive Committee and Officers as provided for by said bylaws. A member in violation of any of these laws is subject to disciplinary procedures and penalties.

ARTICLE XII: CONFLICTS WITH THE CONSTITUTION AND STATUTORY CODE


Section 1. Adjustments for Conflicts. All bylaws that are in conflict with the Constitution, the Statutory Code, or orders of the Grand High Zeta are automatically deemed null and void.

ARTICLE XIII: AMENDMENTS

Section 1. Amendment Procedure. A two-thirds majority vote is required for amendments to be adopted into the chapter bylaws.

Certification:

Approved by the active chapter on 03/02/2025. The signatures below certify this approval:

High Alpha: Cameron Stevens 

High Gamma: Christian Burek 

High Pi: Robert Hopper 

These bylaws shall take effect upon approval by the Grand High Pi.

Appendix 1: Academic Plan for Lambda Chi Alpha Lambda Omega Zeta

I. Summary

- A. This academic plan will serve as a means for the Lambda Omega Zeta to achieve all academic goals set forth. In addition to helping the chapter in this endeavor, it will also lay out expectations, requirements, and consequences for all members.

II. Study Hours

- A. Each member must complete at least 2 study hours per week, although more is suggested. B. The number of study hours each member shall complete is tiered, based on the average of one's previous two semesters' GPAs, and are as follows:
 - 1. > 3.0: 2 hours minimum
 - 2. 2.75 - 2.99: 3 hours minimum
 - 3. 2.5 - 2.74: 4 hours minimum
 - 4. 2.25 - 2.49: 5 hours minimum
 - 5. 2.00 - 2.24 and Associate Members: 6 hours minimum
 - 6. Under 2.00: Must meet with the High Sigma to construct a plan for further academic improvement. With 10 hours minimum
- C. For first year freshmen, the GPA of the previous academic institution, in addition to their first semester at Central Michigan University, shall be averaged in absence of the previous two semesters.

III. Midterm Check-Ins

- A. All members must report to the High Sigma with a filled out form of their grades up to that point in the semester
- B. Midterm check-ins are due the Monday following the release of midterm grades. IV.

Goals

- A. Achieve a cumulative chapter semester GPA of 2.75 or greater.
- B. Get brothers who are on academic probation to complete their sanctions and be removed. C. Motivate and encourage good study habits.

V. Academic Sanctions

- A. The minimum GPA required for all active brothers is no less than 2.5 each semester. B. If a member does not meet this requirement, said member will be placed on academic probation for the following semester.
 - 1. Academic probation is to serve as a warning.
 - 2. Members on academic probation will meet with the High Sigma and/or High Alpha once a month to discuss classes/studies.
- C. If a member fails to meet the minimum GPA requirement for two consecutive semesters, that member will be placed on academic suspension.
 - 1. The member in question shall not be permitted to attend any social functions.
 - 2. The member cannot hold any office of the High Zeta, any appointed position, or a position on the Executive Committee.
 - 3. The member will not be permitted to take a Little Brother.
 - 4. If the member makes at least a 2.75 while on suspension, the member will be moved to academic probation.

VI. Incentive Program

- A. Success is insured because at the end of each semester, the High Sigma will recognize members:
 - 1. Brother with the Highest GPA
 - 2. Most Improved GPA
 - 3. Etc.,

VII. Important Dates

- A. Fall: Midterm Grades Due: First Friday in October
- B. Fall: Midterm Grades Check-In: Second Friday in October
- C. Fall: Last Day to Withdraw: Third Friday in October
- D. Fall: Last Day of Classes: First Friday in December
- E. Fall: Exam Week: Second Week in December
- F. Fall: Final Grades Available: Third Friday in December
- G. Spring: Midterm Grades Due: First Friday in March
- H. Spring: Midterm Grades Check-In: Second Friday in March
- I. Spring: Last Day to Withdraw: Third Friday in March
- J. Spring: Last Day of Classes: First Friday in May
- K. Spring: Exam Week: Second Week in May
- L. Spring: Final Grades Available: Third Friday in May

Appendix 2: Crisis Management Plan for Lambda Chi Alpha Lambda Omega Zeta

General Emergency Procedure

In the event of a situation or incident, which may cause harm to any member(s) or the chapter house, the High Alpha, High Iota, or any officer should be notified immediately. As soon as prudent, the High Pi should also be notified. If necessary, emergency personnel shall be contacted. If necessary, the chapter house shall be closed and only residents, advisers, appropriate university personnel, and emergency responders will have access. If the facility is unsafe, members will assemble at a predetermined meeting place, or where directed by emergency personnel. When prudent, the High Alpha will gather all available members, including associate members and out-of-house members. The High Alpha will explain the situation and provide anticipated follow-up procedures. He will also clarify that the High Alpha and High Pi are the only spokesmen for the chapter. Parents will not be notified by any representative of the Lambda Omega Zeta or Lambda Chi Alpha. Notification is the sole jurisdiction of the authorities.

Procedure for Reporting Chapter Incident

Notify Lambda Chi Alpha Fraternity International Headquarters – 317.872.8000 (24 Hour Emergency Hotline); email: riskmanagement@lambdachi.org (Be sure to make contact with a member of the International Headquarters staff). Notify chapter High Pi and key alumni volunteers. Notify University/College officials – typically the Greek Adviser. If necessary, be sure that the individual(s) receive appropriate emergency care. Do not acknowledge responsibility or admit liability for any accident or occurrence. Take record of names and contact information of all parties involved, including witnesses. Submit online chapter incident report. Submit a written explanation, via email to riskmanagement@lambdachi.org.

IN CASE OF FIRE

Stay calm. Always sound the building fire alarm immediately. If the alarm fails to operate, warn other occupants by knocking on doors and shouting warnings. Call 911 from a safely located phone. Give as much information as possible to the dispatcher. Do not assume someone else has already notified the University Police. The University Police will immediately notify the Fire Department and dispatch officers to the scene. Do not hang up until told to do so by the dispatcher. Before opening a door, feel it with the back of your hand. If it is **not hot** proceed with caution. If it is **hot**, do the following: Refrain from opening windows unless you are having trouble breathing. Seal cracks around the doors with towels, tape, bed clothing, or similar items to keep out the smoke. If you are trapped, hang a sheet, jacket, shirt, or other object out the window in order to attract attention. Shout for help. Call the University Police on the phone and tell them that you are unable to get out of your room. The University Police will be in direct radio contact with officers at the fire. Remain calm until firefighters reach you from the hallway or window. Their first duty upon arriving at a fire is to search for persons trapped inside the burning building. If you are able to leave the room, do so immediately and: take your key with you in case you are forced to return. Close all doors behind you as you exit. This will reduce the spread of smoke and lessen damage. Proceed to the nearest exit or stairway. If smoke, heat, or fire blocks your exit. Proceed to an alternate exit. If all exits from a floor are blocked and you are unable to get out, go back to your room and follow the previous steps. If smoke is present, keep low to the floor. Take short breaths to avoid inhaling any more smoke than necessary. Leave the building immediately. When the University Police and/or firefighters arrive, direct them to the fire. After exiting the building, do not congregate at or around building exits. Follow the directions of University Police and firefighters.

DO NOT REENTER THE BUILDING FOR ANY REASON UNTIL THE FIRE DEPARTMENT HAS DECLARED IT SAFE. IF YOU HEAR THE FIRE ALARM, Follow the aforementioned steps.

FIRE DRILLS

Lambda Chi Alpha, Mount Pleasant MI, and Central Michigan University require regular fire drills. They will be conducted at least once a semester to familiarize residents with the sound of the fire alarm, emergency exits, and procedures for evacuating the building. You must respond to the drill and abide by the established procedures. Chapter officers and staff are responsible for seeing that building residents are familiar with fire drill procedures. Members who do not evacuate when the fire alarm is sounded may face disciplinary action by the Executive Committee.

TORNADO PROCEDURE

The United States maintains citywide outdoor warning siren networks that are used to signal imminent danger from tornadoes. It is a familiar sound, as it is tested weekly. A steady siren for three to five minutes means IMMEDIATE DANGER. Take shelter immediately in the nearest suitable protective area. Once the sirens sound, it is too late to seek protection at a remote location. An "all clear" signal will NOT be given via the siren system. It is urged that reliance be placed on the local broadcast media for this and other status and forecast information. In the event of a tornado warning, residents should take the following steps:

If safe and prudent, members will proceed, calmly, to a predetermined area, such as a basement. Close and lock all doors and windows, if safe and prudent. Take your key with you. The High Alpha or his designate shall take roll. In the event that there is not enough time to complete the above steps, all residents should congregate on the lower floor, away from doors and windows. If you are outside when the siren sounds, seek shelter indoors, preferably in a steel-framed or reinforced building.

THUNDERSTORMS, HAIL, AND LIGHTNING

Stay away from trees. Seek shelter inside and away from windows. Close drapes or other window coverings. Turn off and unplug electrical devices. To avoid electrical shock, do not use or come in contact with plumbing fixtures.

EARTHQUAKE SAFETY

There will be no warning in the event of an earthquake, just a sudden, violent shaking that will last from ten to thirty seconds.

In the event of an earthquake, "duck, cover, and hold" until the initial shock is over. Then exit the building and do not reenter until it is deemed safe. DROP to the ground; take COVER by getting under a sturdy table or other piece of furniture; and HOLD on until the shaking stops. If there is not a table or desk near you, cover your face and head with your arms and crouch in an inside corner of the building. Stay away from glass, windows, outside doors and walls, and anything that could fall, such as light fixtures. Stay in bed if you are there when the earthquake strikes. Hold on and protect your head with a pillow unless you are directly under a heavy light fixture that could fall. In that case, proceed to the nearest safe place. Use a doorway for shelter only if it is in close proximity to you and if you know it is a strongly supported, load-bearing doorway. Stay inside until shaking stops and it is safe to go outside. Be aware that the electricity may go out or that the sprinkler system or fire alarm may turn on.

WINTER STORM

Members should remain inside as much as possible to keep ambient heat within the facility, if the power is out. Members should be wary of falling tree branches and other debris in the vicinity of the chapter house. The High Alpha, High Iota, and house manager, or the appropriate authorities will determine if it is safe to remain in the facility. If it is not, members will be evacuated to an area to be determined by the High Alpha.

VIOLENT CRIME (i.e. assault, rape, etc.)

The High Alpha, High Iota, or any officer will be notified immediately. The chapter house will be closed, if it has been determined that it is safe to keep members in the facility. Contact appropriate emergency personnel. Have witnesses and victims remain on site until the proper authorities arrive.

NONVIOLENT CRIME (i.e. theft, property damage, etc.)

Contact the University Police, secure the area, and inform the High Alpha.

HOSTILE INTRUDER

The chapter will be advised of the presence of a hostile intruder by shouted warnings. Members will lock and barricade doors, turn off lights, close blinds, block windows, silence cell phones, and turn off radios, televisions, and computer monitors. Keep occupants calm, quiet, and out of sight. Do not respond to fire alarms, as they may be a ploy to draw out additional victims.

BOMB THREATS

Remain calm, courteous, and professional. Do not place the caller on hold or attempt to transfer the call. Allow the caller to complete everything he/she has to say. Never argue with or ridicule the caller. Let the caller know that you want to save lives and urge him/her to help you. When possible, have someone responsible quietly listen into the conversation. Record important information. Call 911.

SUICIDE

If an attempt is verbalized:

Try to assess the individual's potential for committing suicide (i.e. Do they have a plan and the means [gun, pills, etc] to follow through?). Inform the High Alpha, High Iota, and High Pi immediately. Someone should remain with the individual at all times. Enlist the assistance of others in the immediate area, if available. Call University Police and the national suicide prevention hotline. Ask the individual very open-ended questions, encouraging them to tell you more about their problems. Never be judgmental. Look for anything good in what the individual has to say and repeat it in the form of a question or kind statement. Never offer advice to the individual unless you have been specifically trained to do so. Get the individual to agree not to kill himself or herself.

If an attempt is made:

Call 911. Inform the High Alpha, High Iota, and High Pi, if it is safe to do so. Remain calm and try to get the victim to relax. Get as much information as possible so you can share it with emergency care providers when they arrive.

If a drug overdose is involved:

Try to find out what was taken and how much. Do not induce vomiting unless advised by medical personnel. Someone will need to receive emergency personnel near the entrance and direct them to the location of the suicide attempt. Stay with the victim until the ambulance arrives.

MEDICAL EMERGENCIES

Remain calm and quickly assess the situation. Call 911. Inform the High Alpha, High Iota, and High Pi immediately. Do not administer any type of medical treatment if you have not been specifically trained to do so. Do not move the victim unless his or her current location is causing them harm or is a possible endangerment. Help the victim relax. Try to keep the victim warm and comfortable until experienced medical personnel arrive. Keep crowds from gathering around the victim, and keep the general area clear for emergency personnel.

MEMBER DEATH

Call 911. Secure the area. Temporarily move the member's roommate to another room and lock the room where the deceased member was found. Absolutely nothing should be touched or moved in or from the room where the member was found. Doing so could result in evidence tampering charges. Notify the High Alpha, High Iota, and High Pi immediately. Close the facility to everyone except residents, advisers, appropriate university personnel, and emergency responders. Members will not remain in the house until the High Pi or the appropriate authorities release them. No notification of death will come from any member or representative of Lambda Omega Zeta or Lambda Chi Alpha; this is the sole responsibility of the authorities. The High Alpha and/or High Pi shall be the only spokesperson(s) for Lambda Omega Zeta.

Appendix 3: Version History

The bylaws of the Lambda Omega Zeta have been reviewed and approved no less than once every three years.

The following dates have held revisions and approval for these bylaws:

October 4, 2022

February 25th, 2025