



# Judiciary Boards

The Chapter President, Vice President of Health, Wellness, and Accountability, Vice President of Diversity, Equity and Inclusion and the Chapter Advisor (or their designee) comprise the chapter's Judiciary Board. If one of the above-referenced collegiate officers is not available, is the accused member, or is a witness, another officer may substitute. The alternate must be approved by the Chapter Advisor. A Judiciary Board hearing may not take place without an advisor in attendance.

- The Judiciary Board shall consider allegations of disciplinary matters within the chapter and shall follow the requirements and guidelines set forth in the Policies & Procedures of Alpha Phi International Fraternity and the Judiciary Board Guidebook.
- The business of the Judiciary Board is confidential. All actions of the Judiciary Board require a three-fourths affirmative vote.
- The decision of the Judiciary Board is final and may not be appealed to the collegiate Judiciary Board.

In accordance with the Policies & Procedures of the Alpha Phi International Fraternity, Inc. a member may be disciplined for the following:

- Failure to comply with college or Fraternity rules, regulations or standards
- Failure to meet Fraternity and/or chapter financial obligations
- Conduct unbecoming a member of the Fraternity
- Disloyalty to the Fraternity
- Conduct tending to injure the good name of the Fraternity, disturb its well-being, or hamper its work

After receiving allegations and completing an initial investigation, the Judiciary Board can schedule a hearing with the member or send her a Findings Notification Letter.

A Hearing Summons Letter informs the member of allegations against her and requires her attendance at a hearing.

- The letter sets the date, time and location of a hearing.
- This can be utilized when the Judiciary Board has questions about what happened or when they believe speaking with the member and any witnesses during a hearing would be beneficial before arriving at an outcome.



A Findings Notification Letter informs the member of allegations against her and outlines Member Development or Probation Terms.

- The letter states based upon the Judiciary Board's initial investigation they believe the allegations to be true. Instructions on how to accept the terms or refute the allegations and request a hearing are also included.
- The Judiciary Board may use its discretion, with the approval of an advisor, to utilize a Findings Notification in lieu of holding a hearing. For example, it can be used for procedural matters or when the member has already admitted guilt/taken responsibility for her actions.

Either option can be used at any point in someone's membership. A Findings Notification Letter is not a precursor to a hearing. All Judiciary Board Findings Notifications, Hearing Summonses, and Hearing Outcome Letters should be sent from Officer Portal. Refer to the Judiciary Board Guidebook for further information about conducting a Judiciary Board hearing.