

## Alpha Phi Sigma Removal of Chapter Officers (Article X; Section 8)

The following policy and procedures are to be followed except where the college/university has specific policies for the removal of student officers.

Any elected officer of the chapter may be removed for cause. Sufficient cause of removal includes, but is not limited to: violation of the Chapter bylaws or the National bylaws; violation of a rule, practice, or procedure adopted by the Chapter; any conduct deemed prejudicial to the best interests of the chapter.

1. Four or more chapter members/officers must bring a petition to the attention of the chapter advisor. The officer in question will participate in a meeting with the chapter advisor(s) and no less than three other Chapter Executive committee members to discuss the problem and possible solutions at a preliminary meeting.
2. If it is determined that the petition does not contain sufficient cause for removal, the charges are dropped. If it is determined that the officer in question has resolved the discussed problem at the preliminary meeting, the officer may voluntarily resign from office, in writing. If this is determined to be an unfeasible option, the Chapter Executive committee may recommend removal upon a two-thirds affirmative vote and set a formal hearing date.
3. At least thirty (30) days in advance of the formal hearing date, the officer in question must be sent an official letter, approved and signed by the chapter advisor(s), by registered mail to the last recorded address of the officer, informing his/her of the charges and notice of the time and place of the formal hearing at which the charges will be considered.
4. The officer in question shall have the opportunity to personally appear at the formal hearing and/or to be represented by counsel. The Chapter Executive Committee shall adopt rules to ensure due process to the officer. A designated chapter officer from the Chapter Executive Committee, with the approval of the advisor(s), shall preside over the formal hearing and must state the reasons for the recommended removal to the chapter membership. If two-thirds majority vote is reached by the chapter membership, the officer is removed from office.
5. Immediately following the removal/resignation, a new officer shall be elected to the office from the current chapter membership. The chapter officer of highest ranking, with the approval of the advisor(s), shall remove the ex-officer's name from the Chapter Executive Committee, enter the name of the new officer, and notify the Alpha Phi Sigma National Headquarters of the situation and changes made. This letter also must include the member's name that will fill the vacant position.
6. The impeached officer will remain a member of the Chapter and the National Alpha Phi Sigma Honor Society.