

President

The President shall preside over all chapter meetings, to execute all of the laws, and appoint all committees not otherwise provided for, except where objection is raised and sustained by a majority vote of the active members in good standing present at the meeting. He shall be responsible for such other functions as are usual for a presiding officer within the framework of "The Chapter" Constitution and By-Laws.

Recording Secretary

The Recording Secretary shall observe and keep minutes of the proceedings of "The Chapter" at each meeting thereof, and after approval of his minutes at the next regular meeting, he shall make permanent records of the minutes. Committee designations as outlined in Article II, Section 4. Amended 7 May 2022

Financial Secretary

The Financial Secretary shall receive all money on behalf of "The Chapter" from dues and other sources. He shall keep a record of monies received and turn all received monies over to the Treasurer at or following each monthly meeting, or more often when conditions warrant, taking his receipt duly signed. He shall draw all vouchers on the treasury, and all vouchers must be counter-signed by the Treasurer and President. He shall prepare a financial report for each fiscal year that includes a list of all financial members. Committee designations as outlined in Article II, Section 4. Amended 7 May 2022

Associate Editor to "The Sphinx"

The Associate Editor to "The Sphinx" shall prepare and transmit news from "The Chapter" to "The Sphinx" Magazine at least once a year giving publicity to the activities and events of "The Chapter" in accordance with the will and best interests of "The Chapter". He shall insure the timely transmittal of the Omega Chapter notices to the General Organization and to "The Sphinx" Magazine. The Associate Editor to "The Sphinx" may also be Co-Editor to "The Eta Eta Lambda" Web Site, the official organ of "The Chapter", which will be used for purposes of meeting announcements and other timely news items he deems important to the chapter. Committee designations as outlined in Article II, Section 4. Amended 7 May 2022

Chapter Dean of Membership

The Chapter Dean shall act as the representative of "The Chapter" who will receive and channel applications for membership into Alpha Phi Alpha Fraternity, Incorporated in accordance with current General Organization procedures. He shall supervise all intake activities within "The Chapter" in accordance with guidance prescribed by the General Organization and the Area Cluster, prior to the initiation ceremonies. Committee designations as outlined in Article II, Section 4. Amended 7 May 2022