



**THIS BULLETIN INCLUDES IMPORTANT INFORMATION
ABOUT THE 60th GENERAL ASSEMBLY
PLEASE READ THESE MATERIALS CAREFULLY**

NOTICE OF THE GENERAL ASSEMBLY

Section 2-2 of our Statutory Code requires the Office of Administration to send notice of the General Assembly to all Chapters. **Please note the following:**

**LAMBDA CHI ALPHA FRATERNITY
60th General Assembly
August 1-4, 2024
JW Marriott Scottsdale Camelback Inn Resort & Spa
Scottsdale, Arizona**

Further information about the General Assembly together with registration details can be found at www.lambdachi.org.

REGISTRATION WILL OPEN IN EARLY TO MID-MARCH 2024

Registration for the 2024 General Assembly and Stead Leadership College will open in early to mid-March. Registration will close on **Wednesday, April 3, 2024**, after which there will be a fee for late registration. No registrations will be accepted after **Monday, April 15, 2024**.

REGISTRATION COSTS

Registration for undergraduate and alumni attendees is **\$1,900 per person**. The Office of Administration recognizes that this is a significant cost and investment for many Chapters. To help offset registration costs for undergraduate attendees, the Office of Administration is collaborating with the Lambda Chi Alpha Educational Foundation to secure funding for each Chapter.

No registration fee is required for Members of the Student Advisory Committee or the Order of Merit.

DESIGNATE YOUR OFFICIAL DELEGATE BY APRIL 3, 2024

Our Constitution requires that a Chapter designate which member will be the Official Delegate representing the Chapter. The Official Delegate may be either a Collegiate Brother or an Associate Member, he must have at least one academic year remaining before graduation, and he must be serving currently as the **High Alpha** or, in his absence, a member of the **High Zeta** or of the **Executive Committee**, or a member who previously served on the **High Zeta**, except in special cases approved by the Grand High Zeta. Your Chapter's Official Delegate will attend all legislative sessions of the General Assembly, he will vote on proposed changes to our laws, and he will vote on members of the Grand High Zeta. Due to the critical nature of these duties, we strongly encourage you to designate your **High Alpha** as your Official Delegate. We also strongly encourage you to designate your **High Tau** as your representative to the **Stead Leadership College**, because

much of the content will focus on our new chapter financial management system, ChapterSpot.

It's imperative that you act **promptly** to designate the Official Delegate of your Chapter. He will have to make travel arrangements well in advance, and the Office of Administration will publish the names of the Official Delegates in the Conference Workbook. Your Official Delegate should register no later than **APRIL 3, 2024**.

GENERAL ASSEMBLY REPRESENTATION REQUIRED

Our Constitution (Art. 3, Sec. 3(a)(8)) includes the expectation that each Chapter and Associate Chapter will have at least one Collegiate Brother or Associate Member present at each General Assembly and at least one present at each Stead Leadership College. You will be receiving a bill for the registration of one Chapter member to each of the General Assembly and the Stead Leadership College. Please note that this bill is due **upon receipt** and will be considered in arrears **thirty days** after receipt. Any questions regarding this bill should be directed to our Accounting Specialist Sarah Thieke at sthieke@lambdachi.org.

Chapters in arrears on the books of the General Fraternity must designate an Official Delegate and must attend but cannot vote at a General Assembly. If your Chapter is in arrears, you will be contacted separately by the Office of Administration to make plans to satisfy the outstanding balance.

CALL FOR GRAND HIGH ZETA NOMINATIONS DUE BY APRIL 3, 2024

A critical duty of any General Assembly is electing members of the Grand High Zeta to lead our Fraternity into the future. At this General Assembly we will be electing four members of the Grand High Zeta.

Links to the **Call for Nominations**, a **Nomination Form**, and a **Consent to Nomination** are included with these materials. Subject to the term limits in our laws, any initiated member may seek nomination to the Grand High Zeta. Nominations may be on one's own behalf or on behalf of another Brother, provided his consent has been secured. All nominations must include supporting biographical information and must address the Selection Criteria and Skills and Attributes listed in the Call for Nominations.

Nominations to the Grand High Zeta must be received by the Office of Administration at least **120 days** prior to the opening of the General Assembly. Accordingly, please note that **APRIL 3, 2024** is the deadline for these submissions.

CALL FOR APPLICATION TO IZAC DUE BY APRIL 3, 2024

One item of legislation to be proposed at the 2024 General Assembly is the reformulation of the Student Advisory Committee into an International Zeta Advisory Council consisting of both undergraduate members and Alumni Brothers.

Links to the **Call for Applications**, an **Application Form**, and an **Acknowledgement Form** are included with these materials. Any member may apply for the International Zeta Advisory Council. Applications just be on one's own behalf. All applications must include supporting biographical information and must address the Selection Criteria and Skills and Attributes listed in the Call for Applications.

Applications to the IZAC must be received by the Office of Administration at least **120 days** prior to the opening of the General Assembly. Accordingly, please note that **APRIL 3, 2024** is the deadline for these submissions.

DEADLINE FOR PROPOSED LEGISLATION IS APRIL 3, 2024

Our Statutory Code also provides that proposed legislation that would affect the *Constitution*, the *Statutory Code*, or the *Initiation Ritual*, and any proposed Mandatory Policy Resolution must be received by the Office of Administration at least **120 days** prior to the opening of the General Assembly. Accordingly, please note that **APRIL 3, 2024** is the deadline for submission of proposed legislation to the Office of Administration. If you have any questions as to the form or process for submission, contact our Chief Legal Officer Brandon Bonds at bbonds@lambdachi.org.

RECOMMENDATIONS FOR ORDER OF MERIT DUE BY APRIL 3, 2024

The Grand High Zeta has the authority to confer the Order of Merit upon up to ten Alumni Brothers in each General Assembly year upon recommendation by the Chapters, the Office of Administration, or Brothers in good standing. Any such recommendation should be accompanied by (i) sufficient biographical and background data to fully inform the Grand High Zeta as to the qualifications of the party so recommended; and (ii) at least three letters of recommendation that attest to the character of the candidate and indicate evidence of his distinguished service to the Fraternity.

Please note that all recommendations for Order of Merit, together with supporting documentation, must be received by the Office of Administration no later than **APRIL 3, 2024** for consideration by the Grand High Zeta at its regular meeting in April 2024.

Application forms for the Order of Merit can be found here: [Order of Merit Application](#).

DEADLINE FOR INTERNATIONAL RITUAL TEAM APPLICATIONS IS APRIL 3, 2024

Each General Assembly includes an exemplification of our Initiation Ritual, performed by an **International Ritual Team** (IRT) comprised of 27 Brothers from Chapters and Associate Chapters across North America, and a **Choir** to entertain at the Closing Banquet. If you are interested in being considered for a role on the IRT and/or in the Choir, an application form can be found here: [IRT Application](#) or [Choir Application](#). Applications for IRT should be submitted no later than **APRIL 3, 2024** If you have any questions as to the form or process for submission, contact Training Specialist Avery Baker at abaker@lambdachi.org for IRT or Training Specialist John Posth at jposth@lambdachi.org for the Choir.

FURTHER INFORMATION ABOUT THE CONFERENCE

Hotel Information

JW Marriott Scottsdale Camelback
5402 E Lincoln Dr, Scottsdale, AZ 85253
(480) 948-1700
[Hotel Website](#)

Travel Information

Delegate Travel Reimbursement: Only Official Delegates to the General Assembly are eligible for a \$100 travel reimbursement that will automatically be applied to the chapter's account following the conference. Reimbursements will not be provided for non-attendance.

Incidentals and Open Balances

Regarding Incidentals. All attendees will be required to pay a fee per night deposit. This is a one-time deposit and can be returned after check-out.

Regarding Open Chapter Balances. If your chapter has not yet paid an outstanding balance, you must do so immediately. To make a payment, please contact Sarah Thieke at (317) 872-8000 or sthieke@lambdachi.org. For your convenience, Lambda Chi Alpha can process payments onsite by check or through OmegaFi. Failure to make payment before arrival will require on-site payment in Scottsdale to take care of past due balances. Those chapters with past due balances greater than 30 days will not be eligible to vote during General Assembly sessions.

Conduct

Alcohol is strictly prohibited at any General Assembly and Stead Leadership College attended by undergraduates. No alcoholic beverages are allowed on site other than purchased on-site through third party vendors. Those who break the alcohol policy will be called before the Conduct Committee for expulsion from the event and possible changes to individual membership status.

Conference Attire

Please be mindful that it will be hot with the average temperatures in the 90s (degrees Fahrenheit). Be sure you stay hydrated and pack plenty of light clothing and necessary toiletries on top of the required conference attire outlined below.

Everyone Please Note the Following: Saturday night's banquet is a formal banquet and dress for that is dark suit, tie and badge. Black tie (tuxedo) is optional. However, shorts or jeans are not appropriate attire for this meal. **Hats** are not appropriate for any General Assembly or Stead Leadership College sessions.

Undergraduate Stead Leadership College Participants: These participants are expected to dress in business casual for the duration. Nice shorts and a collared shirt or polo are acceptable. Please note, you will need badge attire (slacks, shirt, tie, jacket, and badge) for the Initiation Ritual Exemplification on Friday morning and a dark suit and tie (tuxedo optional) for the Saturday night banquet.

Undergraduate Chapter Delegates: All participants must wear business attire at all Thursday, Friday, and Saturday legislative sessions of the General Assembly, which must include a collared dress shirt. A jacket and tie are recommended but optional. Please note, you will need to be in badge attire for the Initiation Ritual Exemplification on Friday morning and a dark suit and tie (tuxedo optional) for the Saturday night banquet.

Alumni Attendees: All Alumni should follow the same rules as stated for the undergraduates, above.

Keep in mind that you are representing Lambda Chi Alpha and your chapter at all times.