

March 5, 2018

Mr. Zachary T. Beckner, President  
Epsilon Zeta Chapter  
The Pi Kappa Alpha International Fraternity  
East Tennessee State University

**URGENT CORRESPONDENCE VIA ELECTRONIC MAIL**

Dear Mr. Beckner:

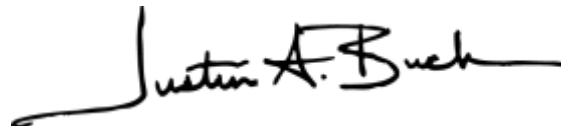
In response to the Chapter's decision to surrender its charter dated February 15, 2018, the Supreme Council recently voted to accept that action and has subsequently suspended Epsilon Zeta Chapter's charter with recommendation for revocation at the 2018 International Convention. All current undergraduate members will be placed on alumnus status.

At this time, the Chapter may no longer operate in the name of The Pi Kappa Alpha Fraternity or in any way use any of the Fraternity's names or derivatives (Pikes, etc.), symbols or signage to denote that the Chapter is in anyway affiliated with the International Fraternity.

Zach, the International Fraternity understands the sequence of events which have led to this decision are not representative of the vast majority of undergraduate members of Epsilon Zeta Chapter, nor are they a reflection upon the countless dedicated and loyal alumni.

The International Fraternity is committed to rebuilding a chapter at a future date that fully represents the values of the Fraternity. This effort will be performed with the support of respected alumni and in full cooperation with East Tennessee State University.

Sincerely,



Justin A. Buck  
Executive Vice President

cc: Dr. Joe H. Sherlin Jr., Vice President for Student Affairs  
Dr. Jeff S. Howard, Associate VP for Student Engagement & Dean of Students  
Dr. Michelle Byrd, Assistant Dean of Students  
Epsilon Zeta Chapter Officers  
(continued)

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cc: (*continued*)

Michael C. Coches, Chapter Advisor  
Mark D. Fletcher, House Corporation Rep.  
R. Chuck Hunt, Regional President  
Lance A. Horner, Chief Operating Officer  
Jeffery T. Farris, Director of Services-East  
Jared C. Campbell, Chapter Consultant

### **SUGGESTIONS FOR CLOSING A CHAPTER**

1. Call a meeting of the chapter members and thoroughly explain what chapter charter suspension means to the chapter and to them individually. Note that any member delinquent in his financial obligation should pay his debt to the chapter immediately.
2. Advise the University that your charter has been suspended and that you wish to withdraw the chapter's student organization registration. Also advise the local interfraternity council that you are terminating the chapter's membership.
3. Contact the chapter's local creditors advising them that the chapter is closing. Attempt to settle any outstanding accounts to creditors as soon as possible. **Remember, you and your members could still be personally responsible for any chapter debt.** It behooves you to settle these accounts in a friendly manner and thus prevent any possible legal claims against you.
4. Close the chapter's bank account(s) as soon as possible and advise the bank that the chapter no longer operates. This will help protect you from any allegation that chapter continues to operate. Any surplus funds could be sent to the International Fraternity to be held in custody for a future chapter, or could be donated to another non-profit entity. **Retaining the chapter funds for personal use by the members is illegal, and you personally could be held liable for any illegal distribution of the funds.**
5. Box and send the chapter's charter, regalia, and other artifacts to the International Headquarters for safekeeping for a future chapter, or place these in trust with a local alumnus and advise the International Headquarters of the name and address of this individual.