



# **The Interfraternity Council at The University of Texas at Arlington**

## **CONSTITUTION AND BYLAWS**

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# CONSTITUTION

## OF THE INTERFRATERNITY COUNCIL AT THE UNIVERSITY OF TEXAS AT ARLINGTON

### MISSION

We, the Interfraternity Council at The University of Texas at Arlington set forth this Constitution and Bylaws in order to cause closer working relationships and coordination among its member chapters and The University of Texas at Arlington, in accordance with the policies and standards established by the North American Interfraternity Conference (NIC). We, the Interfraternity Council (IFC) exists to advance conditions conducive to the success of its member chapters and to promote the progress of the fraternity experience. With this aim, the IFC actively encourages interfraternalism and collaboration with other fraternity/sorority governing councils and student governance bodies. Maintaining a positive working relationship and partnership with the campus administration, alumni, NIC and inter/national headquarters of member chapters is critical toward elevating the role of the IFC.

### ARTICLE I – NAME

This organization shall be known as the Interfraternity Council at The University of Texas at Arlington, hereafter referred to as the IFC.

### ARTICLE II – PURPOSE OF THE IFC

Fraternities thrive when they embrace their responsibilities, while ardently advocating for their fundamental rights.

We, the Interfraternity Council at The University of Texas at Arlington believe in:

- A. **Citizenship:** Fraternity men must be responsible, respectful and inclusive citizens of their community.
- B. **Accountability:** Fraternity men have the responsibility to hold each other accountable to their fraternal ideals and expectations.
- C. **Choice:** Fraternities have the responsibility and right to select men who align with their ideals and expectations.
- D. **Opportunity:** Every man has the right to seek membership in a fraternal experience on terms he determines best fit his needs.
- E. **Fairness:** For justice to effectively be administered, fraternity members and organizations must provide and be afforded fundamental due process rights.
- F. **Interfraternalism:** NIC member chapters stand in solidarity for fellow member chapters that meet NIC Standards.

The purpose of the IFC shall be to:

- A. Provide a sovereign peer governance structure for its member chapters;
- B. Enforce and hold member chapters accountable to the IFC Code of Conduct and other governing documents;
- C. Develop policies and procedures to provide safe and healthy membership experiences;
- D. Develop policies and procedures to provide safe and healthy social experiences;
- E. Advocate for appropriate levels of university financial and staffing support;
- F. Promote the interests of its member chapters;
- G. Promote the interests of men's fraternities in general;
- H. Discuss questions of mutual interest and present to its member chapters such recommendations as the IFC deems appropriate;
- I. Promote the interests of The University of Texas at Arlington;
- J. Promote mutual cooperation between its member chapters;
- K. Promote mutual cooperation between the IFC, fellow governing councils, and student organizations at The University of Texas at Arlington; and

- L. Promote mutual cooperation between the IFC and The University of Texas at Arlington, its students, faculty, staff, and local community.

## **ARTICLE III – IFC MEMBERSHIP**

### **Section I. Membership Eligibility**

- A. Membership in the IFC is open to chapters and colonies of fraternities at The University of Texas at Arlington, as follows:
  - 1. Any chapter or colony of a North American Interfraternity Conference (NIC) member organization shall hold membership in the IFC.
  - 2. Any chapter or colony of a local, state, regional, or inter/national fraternity, which is not a member of the NIC, may hold membership in the IFC.
  - 3. Any chapter or colony that maintains a Title IX exemption (same-sex all male fraternity), may hold membership in the IFC.
- B. The IFC will not recognize chapters that have been suspended or have had the charter revoked by the inter/national organization.
- C. The IFC will not recognize chapters or colonies that is not in good standing with the Office of Student Organizations.

### **Section II. Membership Classification for Member Chapters**

The membership classification of member chapters shall be as follows

- A. **Full Member:** Any fraternity chapter which has obtained its charter from its inter/national organization, or any local fraternity chapter. Full Membership grants the member chapter all rights, privileges and responsibilities under the IFC Constitution and Bylaws. They shall have a voice in all matters of the council, and shall have a vote in all matters
- B. **Associate Member:** Any fraternity colony of an inter/national organization. Associate Membership grants the member chapter all rights, privileges, and responsibilities under the IFC Constitution and Bylaws.

For the purpose of this Constitution and the IFC Bylaws, both Full Members and Associate Members are referred to as member chapters.

### **Section III. Membership Privilege and Responsibility**

Membership in the Interfraternity Council is at all times to be considered a privilege extended by the fraternity system as a whole and may be withdrawn from any member fraternity under the provisions of this Constitution and Bylaws. Member Chapters can be held responsible for individual members actions as they are members of the organizations and represent it at all times. Individual members of a Member Fraternity can be held accountable to Interfraternity Council based on severity of actions.

### **Section IV. Membership Status for Member Chapters**

The membership status of member chapters shall be as follows:

- A. **Good Standing:** A member chapter shall be deemed to be in Good Standing if the member chapter is not currently operating under Non-Status Sanctions or Status Sanctions, as defined within the IFC Bylaws, and is currently meeting the minimum expectations outlined in Section II of this Article.
- B. **Good Standing on Probation:** A member chapter shall be deemed to be in Good Standing on Probation if the member chapter is currently operating under Non-Status Sanctions and currently meets the minimum expectations outlined in Section II of this Article.
- C. **Poor Standing:** A member chapter shall be deemed to be in Poor Standing if the member chapter has been placed under Suspension by the IFC or has currently failed to meet the minimum expectations outlined in Section II of this Article.

## Section V. Individual Member Definitions

For the purpose of this Constitution and Bylaws, and with an understanding that each member chapter may have its own terminology for internal use, individuals will be defined as follows:

- A. **Active Member:** An Active Member shall be defined as any man who has been initiated into any fraternity at the University of Texas at Arlington, or initiated member who has transferred from another institution.
- B. **New Member:** A New Member shall be defined as any man who has accepted a bid to join a fraternity at the University of Texas at Arlington but has not been initiated into that fraternity.
- C. **Potential New Member:** A Potential New Member shall be defined as any man who has not accepted a bid from any fraternity at the University of Texas at Arlington.

## Section VI. Minimum Expectations and Rights of Member Chapters

### A. Minimum Expectations of All Member Chapters

1. Each member chapter shall comply with all policies set forth by:
  - i. The North American Interfraternity Conference (NIC).
  - ii. The IFC Constitution, Bylaws, Code of Conduct, and other policies.
  - iii. The rules and regulations of the University of Texas at Arlington unless they are in violation of NIC standards or practices. In this case, NIC Standards shall overrule.
  - iv. The general values-based conduct of fraternity men.
2. Maintain a minimum chapter annual cumulative GPA of 2.70 and a minimum new member class GPA of 2.70 or be at/or above the institution's all-men's grade point average if that grade point average is below a 2.70.
3. Pay all dues and fines owed to the Interfraternity Council according to its rules and procedures
4. Submit required membership rosters to the IFC Advisor, as follows:
  - i. **Active Member Roster:** Active Member Rosters shall be submitted within by the date designated by the Office of Fraternity and Sorority Life.
  - ii. **New Member Roster:** New Member Rosters shall be submitted within one week of beginning any New Member Education process.
5. Cooperate with all Standards proceedings and follow rulings which may or may not involve its own chapter. Cooperate with all administrative actions of the Executive Board
6. Encourage interfraternal cooperation, scholarship, and leadership among its individual members.
7. Comply with the attendance policies for the IFC General Body and the IFC Judicial Board, as outlined within the Constitution and Bylaws.
8. Complete Minimum Requirements, as specified by Fraternity and Sorority Life, each year.

### B. Rights and Privileges of All Member Chapters

1. Vote on motions brought on the floor of regular and special meetings of the Council.
2. Participate in recruitment activities and extend bids to potential members.
3. Participate in all Interfraternity Council programs and activities, which include, but are not limited to: Intramural Sports, FSL Awards, or any University and IFC sponsored programming.
4. Receive coverage in all official Interfraternity Council correspondence and or other materials it distributes.

A member chapter which has failed to meet any of the minimum expectations outlined in this Section shall be referred to the IFC Vice President of Operations for potential judicial review.

## Section VI. Minimum Expectations of Individual Chapter Members

- A. Individuals who assume membership in a social Greek-letter organization do not surrender their rights or escape their fundamental responsibilities as a citizen, but acquire additional rights and responsibilities to the larger Greek Community. As such, members of IFC Fraternities are expected to abide by the **NIC Nine Basic Expectations of Fraternity Membership:**



1. To know and understand the ideals expressed in their ritual and to strive to incorporate those values into their daily life.
  2. To strive for academic achievement and to practice academic integrity
  3. To respect the dignity of all individuals by not engaging in behaviors that physically, mentally, psychologically, or sexually abuse or haze others.
  4. To protect the health and safety of others.
  5. To respect the chapter property and the property of others by not abusing or tolerating the abuse of property.
  6. To meet all financial obligations in a timely manner.
  7. To neither use nor support the use of illegal drugs, and to neither misuse nor support the misuse of alcohol
  8. To acknowledge that a clean and attractive environment is essential to both physical and mental health. Therefore, to do everything, within reason, to ensure that chapter and community property is properly cleaned and maintained.
  9. To challenge all other fraternity members to abide by these basic fraternal expectations and to confront those who violate them.
- B. In addition to these basic expectations, members of fraternal organizations also agree to:
1. Not engage in conduct unbecoming a member of the fraternity/sorority community.
  2. Not engage in disorderly conduct, disrupting activities of others, or rioting.
  3. Not destroy or vandalize property.
  4. Not trespass or forcefully enter a premise without authorization.
  5. Not steal, possess, or encourage others to steal or possess property belonging to other fraternities, sororities, private citizens, the community, or the university.
  6. Comply with All FSL Standards sanctions.
  7. Take responsibility for the actions of chapter members, pledges, new members, associates, and guests.

#### **Section VII. Expansion & Admission**

- A. An organization applying for admission shall not possess a constitution that conflicts with any policies outlined in the IFC Constitution and Bylaws or any policies of The University of Texas at Arlington.
- B. The petitioning organization must be a currently registered with the Office of Student Organizations as a pending student organization
- C. The Interfraternity Council at UT Arlington supports the NIC Standard for Open Expansion. However, to assure success of each expansion opportunity, only (1) IFC chapter will be extended each academic year.
- D. The national organization requesting admittance to the Interfraternity Council at University of Texas at Arlington must submit a membership petition packet to the Office of Fraternity & Sorority Life. This packet must include a letter of intent, a copy of the organization's constitution and bylaws, and information regarding local alumni support.
  1. Petition for membership will occur once a year in the spring semester. Petition packet shall be submitted no later than March 31st of each year.
- E. The FSL advisor will designate a timetable with HQ representatives to assure a successful expansion plan.
- F. In order to deny admittance to the UT Arlington Interfraternity Council, a 2/3 vote from Standing Member IFC chapters at general body is required to veto admission of a petitioning organization. This vote will take place at the next IFC general body meeting after the petitioning organization has met with IFC at a general body meeting.
- G. The organization must complete the New Student Organization process with the Office of Student Organizations, and must be considered a fully registered organization before gaining Full Membership with the Interfraternity Council.

#### **Section VIII. Removal of Member Fraternities**

- A. A petition of removal shall be circulated and must have one-half (1/2) of the voting council members signatures for presentation to the Vice President of Operations for consideration by the Executive Board.
- B. The IFC President shall read the petition for removal at the next regular meeting.

- C. At the next regular meeting after the petition for removal is read, a vote will be called automatically, and shall be conducted by secret ballot. A three-fourths (3/4) majority of eligible voting council membership, excluding the Fraternity named on petition, is required for removal.

#### **Section IX. Readmission of Expelled or Inactive Chapters**

- A. Readmission of an expelled or inactive chapter shall be considered as admission of a new fraternity and follow the procedures as stated in Section VII of this Article, unless otherwise stated in writing prior to the removal of the chapter.

### **ARTICLE IV – IFC GENERAL BODY**

#### **Section I. IFC General Body**

The powers of the IFC shall be vested in the IFC General Body. The IFC General Body shall be the governing legislative body responsible for the general policies of the IFC, for electing its Executive Board, and for instructing its Executive Board as to the activities and operations of the IFC. All such activities shall respect the individual sovereignty and associational rights of each member chapter and shall not relinquish any governance authority to any other governing body.

#### **Section II. IFC General Body Composition**

The IFC General Body shall be composed of voting IFC Delegates, preferably each member chapter president.

#### **Section III. IFC Delegates**

Chapters shall appoint two regular delegates and one alternate to represent the chapter in all council matters. The delegates shall have the following roles:

- A. **Senior Delegate:** The senior delegate shall have the primary role of casting the chapter's vote in all matters. The senior delegate shall be a member of the chapter's Executive Board or a delegate who has served for at least one year as an IFC delegate.
- B. **Junior Delegate:** The junior delegate shall be any initiated member of the chapter. The junior delegate shall have a voice in all matters, but no vote.
- C. **Alternate Delegate:** Chapters shall designate an individual to serve as the alternate delegate in the case of an absence of one of the regular delegates.

#### **Section IV. IFC Chapter Delegate Eligibility**

- A. Delegates must have a cumulative GPA of at least 2.5 and a semester GPA of not less than 2.5.
- B. Senior/Junior Delegates must be active members of the chapter
- C. Alternate delegates may be new members of the chapter
- D. Be devoted to the general ideals and principles of fraternity life and conduct himself in a professional manner consistent with the Mission and Purpose of the IFC, as defined within this Constitution.
- E. Delegate must have a working knowledge of the IFC Constitution and Bylaws, UTA policies, NIC Standards, and NIC Alcohol & Drug Guidelines
- F. Not be a current member of the IFC Executive Board

#### **Section V. Term of Office of IFC Chapter Delegate**

The term of office for IFC Delegates, shall be until their graduation, resignation, or replacement under the procedures determined by each member chapter; or upon his election to serve on the IFC Executive Board.

#### **Section VI. IFC General Body Meeting Polices**

The IFC General Body shall conduct its meetings according to the following requirements:

- A. The most recent edition of Robert's Rules of Order shall be used to run all meetings.

- B. A majority of member chapters present shall constitute a quorum in order to conduct IFC General Body business.
- C. The IFC General Body shall conduct regularly scheduled weekly meeting during the academic year.
- D. Special meetings may be called by the IFC President at any time or at the request of two member chapters, with notice of the time, location, and purpose of the special meeting provided to all member chapters at least 72 hours in advance.
- E. Each member chapter's IFC Senior and Junior Delegate is required to attend all meetings of the IFC. More than two absences per academic year shall result in the member chapter being referred to the IFC Vice President of Operations for potential judicial review.

**Section VII. IFC General Body Voting Policies**

The IFC General Body shall operate utilizing the following voting policies:

- A. Each member chapter, in good standing, shall have one vote.
- B. Individuals holding IFC Executive Board positions are not entitled to a vote.
- C. In the event of a tie, the IFC President shall cast the deciding vote.
- D. With the exception of the election of IFC Executive Board positions, there shall be no secret ballot votes.

**ARTICLE V – IFC EXECUTIVE BOARD**

**Section I. IFC Executive Board**

The IFC Executive Board shall be responsible for carrying out the purpose and policies of the IFC and for its day-to-day operations and activities, as directed by the IFC General Body.

The IFC Executive Board shall be composed of the following positions with duties and responsibilities outlined within the IFC Bylaws:

- A. President
- B. Vice President of Operations
- C. Vice President of Membership
- D. Vice President of Programming
- E. Vice President of Administration
- F. Vice President of Communication

**Section II. IFC Executive Board Eligibility**

In order to be elected and serve as a member of the IFC Executive Board, individuals must meet the following requirements:

- A. Officers must be elected from a current chapter holding Full Member status within the Interfraternity Council.
- B. Officers must have been initiated for at least one long semester, unless otherwise approved by the IFC Executive Board and IFC Advisor. The Executive Board may approve exceptions by a majority vote to accept a member's nomination.
  - 1. A long semester is defined as one full Fall or Spring school semester enrolled at UTA.
- C. At the time of election, officers must have a cumulative GPA of not less than 2.5
- D. Officers must maintain a cumulative GPA of 2.5, and must not have a semester GPA less than 2.5 during their term of office.
- E. Be devoted to the general ideals and principles of fraternity life and conduct himself in a professional manner consistent with the Mission and Purpose of the IFC, as defined within this Constitution and Bylaws.
- F. Have a working knowledge of the IFC Constitution and Bylaws, UTA policies, NIC Standards, and NIC Alcohol & Drug Guidelines.
- G. Not currently serve as a member chapter's IFC Chapter Delegate
- H. Must complete formal judicial policies and procedures training.

### **Section III. Executive Board Member Restrictions**

- A. No more than two (2) executive officers may be from the same chapter.
- B. The President and Vice President of Operations shall not be from the same chapter.
- C. The IFC President shall not concurrently hold the office of President of his chapter. The IFC Vice President of Membership shall not concurrently hold either the office of Recruitment Chair or President of his chapter.
- D. No executive officer shall concurrently hold the office of President of his chapter.

### **Section IV. IFC Executive Board Meeting Policies**

The IFC Executive Board shall conduct its meetings according to the following requirements:

- A. The most recent edition of Robert's Rules of Order shall be used to run all meetings.
- B. A majority of IFC Executive Board members present shall constitute a quorum in order to conduct IFC Executive Board business.
- C. The IFC Executive Board shall conduct regularly scheduled meetings on a weekly basis.
- D. Special meetings may be called by the IFC President with notice of the time, location, and purpose of the special meeting provided to each IFC Executive Board member at least 72 hours in advance.
- F. Each IFC Executive Board member is required to attend all meetings of the IFC Executive Board and all meetings of the IFC General Body. Absences may result in removal from office.

### **Section V. IFC Executive Board Voting Policies**

The IFC Executive Board shall operate utilizing the following voting policies during IFC Executive Board meetings:

- A. Each IFC Executive Board member shall have one vote.
- B. The IFC President should refrain from casting his vote except for in the event of a tie. In such instances, the IFC President shall cast the deciding vote.
- C. There shall be no secret ballot votes

### **Section VI. IFC Executive Board Election Policies**

The following policies and procedures shall be utilized for the election of IFC Executive Board officers:

- A. Officer elections shall be held during the last two regular meetings in November.
- B. The President, Vice President of Operations, and Vice President of Membership shall be elected, in this order, at the first of these two regular meetings.
- C. The Vice President of Programming, Vice President of Administration, and Vice President of Communications shall be elected, in this order, either at the first meeting preceding the first three elections (time permitting), or at the second of these two regular meetings.
- D. Nominations for positions must complete the FSL Executive Officer application and agree to all FSL requirements outlined.
- E. All nominated candidates shall have three (3) minutes, with the exception of presidential candidates who shall have five (5) minutes, to present their platform. During the candidate speeches, all other candidates for the position currently being elected shall be asked to leave the room.
- F. All elections shall be conducted by secret ballot. A simple majority (51%) of the IFC General Body shall be required to win an election.
- G. In the event no candidate receives a majority of the votes, a runoff election shall be held between the top two candidates. Candidates will not be allowed additional speaking time.
- H. In the event a candidate runs unopposed, he must present his platform, and a secret ballot must be conducted.

### **Section VII. Term of IFC Executive Board Members**

Newly elected officers shall be officially installed and assume all duties at the final regular meeting in November. The term of office shall be one (1) year in length.

### **Section VIII. Vacancies**

- A. In the case of a vacancy in any of these offices, except President, the President shall appoint a replacement with the approval of the remaining members of the IFC Executive Board, the IFC Advisor, and a majority vote of the chapter delegation.
- B. In the case of a Presidential vacancy, the Vice President of Operations shall assume the office of President for the remainder of the term. The subsequent vacancy shall be filled as outlined in *Section VII of this Article*.

**Section IX. Officer Removal Procedure**

- A. If at any time an officer fails to perform the duties of his office, a petition for his removal shall be circulated. The petition must be signed by at least one-half (1/2) of the eligible voting council membership before it can be submitted to the Council for consideration. Upon receipt of a petition for removal from office, it shall then be the duty of the IFC President to read such petition at the first regular meeting following its original presentation.
- B. The petition will be voted on at the next regular meeting with a motion to accept automatically. Removal from office shall require two-thirds (2/3) vote of eligible council membership to pass, and will be taken by secret ballot.
- C. The officer will be removed by the next regular meeting if motion passes.
- D. If the petition is to remove the President, the Vice President of Operations shall assume the duties of President upon removal. The vacancy shall be filled as outlined in *Section VIII of this Article*.
- E. An automatic removal of office can also occur by the discretion of the council advisor without the need of a petition. The vacancy shall be filled as outlined in *Section VIII of this Article*.

**Section X. Report of IFC Officers**

A report of any newly elected or appointed IFC Executive Board officers shall be submitted to the NIC within one week of the election or appointment.

**ARTICLE VI – IFC JUDICIAL BOARD**

**Section I. IFC Judicial Board Jurisdiction**

The IFC Judicial Board shall work with the campus to implement a comprehensive conduct program that enhances peer-governance; respects the authority of the campus to adjudicate alleged violations of the Student Code of Conduct; and avoids multiple, overlapping conduct processes.

- A. The IFC shall develop an agreement with the campus that identifies the role of each judicial body in adjudicating allegations of chapter-level misconduct.
- B. The IFC Judicial Board shall defer to the campus to investigate and adjudicate hazing and sexual misconduct allegations, or any other allegation that is being investigated and/or adjudicated through the campus' conduct process.

**Section II. IFC Judicial Board Composition**

The IFC Judicial Board shall be composed of one IFC Justice from each member chapter holding Full Membership, chosen by that member chapter, and shall be chaired by the IFC Vice President of Operations as the Chief Justice.

**Section III. IFC Justice Eligibility**

To serve as the IFC Justice for a member chapter on the IFC Judicial Board, an individual must meet the following requirements:

- A. A IFC Justice must have been an initiated member for at least one long semester.
  - 1. A long semester is defined as one full Fall or Spring school semester enrolled at UTA.
- B. Must maintain a cumulative GPA of at least 2.5 and a semester GPA of not less than 2.5.
- C. Be devoted to the general ideals and principles of fraternity life and conduct himself in a professional manner consistent with the mission and purpose of the IFC, as defined within this Constitution.

- D. Have a working knowledge of the IFC Constitution and Bylaws, FSL Handbook, UTA policies, NIC Standards, and the IFC Standard Operating Procedures.
- E. Not be a current member of the IFC Executive Board or serve as his member chapter's IFC Delegate for the IFC General Body.
- F. Must complete training on the IFC Judicial Code prior to serving on an IFC Judicial Board hearing.

#### **Section IV. Term of Office of IFC Justices**

The term of office for IFC Justices shall be until their graduation, resignation, or replacement under the procedures determined by each member chapter; or upon his election to serve on the IFC Executive Board.

#### **Section V. IFC Judicial Policy**

The Judicial Board shall perform all duties and be subject to all regulations contained within the IFC Judicial Policy in the Bylaws.

#### **Section VI. IFC Judicial Board Hearing Justice Selection**

The IFC Vice President of Operations will select five (5) Judicial Board justices, as predetermined by an alphabetical rotation of the member chapters, to hear a case.

- A. In the event the IFC Judicial Board rotation for service on a hearing falls upon an IFC Justice whose member chapter is involved in any way, with the alleged violation, the rotation will skip to the next member chapter in the alphabetical rotation.

#### **Section VII. IFC Judicial Board Hearing Attendance**

All IFC Judicial Board hearings shall be conducted in accordance with the following requirements:

- A. All IFC Justices assigned to a hearing shall be present in order to conduct business on behalf of the IFC Judicial Board.
- B. Each IFC Justice assigned to a hearing is required to attend. Failure of an IFC Justice to attend a hearing for which he was assigned shall result in his member chapter being referred to the IFC Vice President of Operations for potential judicial review.

#### **Section VIII. IFC Judicial Board Hearing Voting Policies**

All IFC Judicial Board hearings shall operate utilizing the following voting policies:

- A. Each IFC Justice serving on an IFC Judicial Board hearing shall have one vote.
- B. A majority vote shall govern all actions of an IFC Judicial Board.

### **ARTICLE VII – IFC COMMITTEES**

#### **Section I. Standing Committees**

The use of a committee system is essential to involve as many people as possible in the self-governance of the IFC and to ensure that the programs and services provided by the IFC are beneficial to its member fraternities. The IFC will consist of the following standing committees:

- A. Recruitment Committee
- B. Scholarship Committee
- C. Philanthropy & Service Committee
- D. Programming Committee

#### **Section II. Special Committees**

The IFC Executive Board or the IFC President may form special committees as deemed necessary to perform the work of the IFC. The IFC President shall appoint the special committee chairman and committee members with the

concurrence of the IFC Executive Board. Special committees are not permanent standing committees and will be dissolved upon completion of its listed mission or tasks.

**Section III. IFC Committee Meeting Polices**

All committees of the IFC shall conduct its meetings according to the following requirements:

- A. The most recent edition of Robert’s Rules of Order shall be used to run all meetings.
- B. A majority of committee members present shall constitute a quorum in order to conduct committee business.
- C. Each committee shall meet as called by its committee chair.

**ARTICLE VIII – CONSTITUTIONAL AMENDMENTS**

**Section I. Constitutional Amendments**

This Constitution may be amended by a three-fourths (3/4) affirmative vote of the IFC General Body provided notice of the proposed amendment has been provided to member chapters at the preceding regularly scheduled business meeting of the IFC General Body.

**Section II. Adoption**

This Constitution shall become effective and shall supersede all previous Constitutions of the IFC when adopted by a three-fourths (3/4) affirmative vote of the IFC General Body.

# BYLAWS

## OF THE INTERFRATERNITY COUNCIL AT THE UNIVERSITY OF TEXAS AT ARLINGTON

### ARTICLE I – ROLE OF THE IFC DELEGATE

#### Section I. IFC Delegate

The duties and responsibilities of all IFC Delegates are as follows:

- A. Serve as a representative and voice for his member chapter's concerns regarding the fraternity community.
- B. Represent the larger fraternity community's interests.
- C. Inform his member chapter of the actions, discussions, and workings of the IFC General Body.
- D. Serve as a liaison between the IFC General Body and his respective member chapter.
- E. Serve as an initiated member of IFC Standing Committees and Special Committees, as necessary.
- F. Represent the highest ideals of fraternity life to the greater campus community.

### ARTICLE II – ROLE OF THE IFC EXECUTIVE BOARD OFFICERS

#### Section I. Duties of All Executive Board Officers

- A. Attend all regular and special meetings of the IFC
- B. Attend all Executive Board meetings
- C. Executive Officers who miss two (2) regular, special, or Executive Board meetings without prior notice shall be issued a written reprimand by the IFC President
- D. Executive Officers who miss a third regular, special, or Executive Board meeting without prior notice will be subject to removal from office.
- E. Maintain at least one office hour each week, failure to do so will result in removal from IFC Executive Board.
- F. Meet individually with the IFC Advisor on a bi-weekly basis.
- G. Develop a calendar of chapter events, all-Greek events, and major university events at least one semester in advance.
- H. Formulate goals for the Interfraternity Council and develop an action plan to achieve those goals.
- I. Attend FSL retreats, Council Retreats and all Division of Student Affairs trainings/retreats including the annual FSL Leadership Retreat.
- J. Act in accordance with all University Student Code of Conduct, IFC, FSL, state and local laws, procedures and policies. Failure to comply could result in immediate removal of office.

#### Section II. IFC President

The duties and responsibilities of the IFC President are as follows:

- A. Provide guidance and focus to the efforts of the General Body and Executive Committee.
- B. Preside over all meetings of the General Body and Executive Committee.
- C. Cast the final vote in the event of a tie.
- D. Build rapport and establish positive working relationships between IFC and member chapter leaders.
- E. Serve as the official spokesperson for the fraternity community
- F. Establish positive working relationships with campus and local law enforcement agencies.
- G. Regularly interact with the leaders of other governing councils and campus organizations.
- H. Establish a working relationship with key college administrators.
- I. Establish a working relationship with and communicate campus data, issues, and trends in a timely manner to the NIC.
- J. Maintain current information for accurate member chapter rosters.



### **Section III. IFC Vice President of Operations**

The duties and responsibilities of the IFC Vice President of Operations are as follows:

- A. Serve as chair of the IFC Judicial Board and serve as the non-voting Chief Justice of all IFC Judicial Board hearings.
- B. Investigate and refer to the IFC Judicial Board alleged violations of IFC policy, including but not limited to:
  1. The IFC Constitution, Bylaws, and policies;
  2. Federal, state, and local laws;
  3. The rules and regulations of The University of Texas at Arlington; and
  4. The general values-based conduct of fraternity men.
- C. Ensure proper filing and preparation for all judicial actions.
- D. Ensure compliance with all IFC judicial action imposed upon a member chapter.
- E. Educate member chapters on the IFC Constitution and Bylaws, judicial processes, and risk management policies.
- F. Conduct judicial policy and procedures training for new IFC Judicial Board justices.
- G. Assist in conflict mediation between member chapters.
- H. Review all IFC governance documents, at least annually.

### **Section IV. IFC Vice President of Membership**

The duties and responsibilities of the IFC Vice President of Membership are as follows:

- A. Work with member chapters to establish a recruitment process that meets the needs of chapters and potential new members, as well as provides opportunities for interested men to learn about the fraternity experience.
- B. Will focus on fostering interest in joining fraternities and marketing the fraternity experience to incoming students and potential new members.
- C. Serve as chair of the IFC Recruitment Committee.
- D. Utilize technology (social media, etc.) in recruitment and marketing efforts.
- E. Produce and distribute promotional materials to all incoming students and unaffiliated students.
- F. Develop recruitment workshops and programs for member chapters.
- G. Uphold the IFC Recruitment Policy and ensure no restrictive policies are placed on new member recruitment and will not restrict the ability of chapters to distribute bids outside of any designated recruitment period.
- H. Maintain an interest list of Potential New Members.
- I. Collect and maintain accurate New Member Rosters for each member chapter.
- J. Provide advice and support to member chapter recruitment officers.

### **Section V. IFC Vice President of Programming**

The duties and responsibilities of the IFC Vice President of Programming are as follows:

- A. Develop best practices for new member and member education programs for member chapters.
- B. Collect and report new member retention, academic, and involvement statistics.
- C. Organize, develop, and implement a new member orientation program.
- D. Develop opportunities for continuing member education by collaborating with alumni, The University of Texas at Arlington offices and departments, and student organizations to offer educational programming covering the following topics: academic achievement, alcohol consumption, career preparation, civic engagement, hazing, leadership development, sexual assault/abuse, and values and ethics.
- E. Provide advice and support to member chapter member development officers.

### **Section VI. IFC Vice President of Administration**

The duties and responsibilities of the IFC Vice President of Administration are as follows:

- A. Supervise the annual budget process.
- B. Collect IFC member chapter dues or other assessments as needed.
- C. Maintain accurate records throughout the year through invoicing and receipts.
- D. Review and approve all IFC Expenditure Request Forms and IFC Reimbursement Request Forms.

- E. Make all disbursements with a cosigner.
- F. Prepare financial statements monthly and at the end of each term for distribution to all member chapters.
- G. Make bank deposits when necessary and in a timely manner.
- H. Provide advice and support to member chapter financial officers.

**Section VII. IFC Vice President of Communications**

The duties and responsibilities of the IFC Vice President of Communications are as follows:

- A. Serve as secretary of the IFC General Body.
- B. Develop and execute a public relations and social media strategy.
- C. Develop service projects and philanthropic events for member chapters.
- D. Collect and report member chapter community service hours, philanthropic dollars, and activities.
- E. Collect and disseminate information on the fraternity community to all campus and community media sources.
- F. Keep the media informed on upcoming events or potential news.
- G. Establish a positive working relationship with external constituents.
- H. Assist in the development of various IFC publications and outreach programs.
- I. Provide advice and support to member chapter community service/philanthropy officers.

**ARTICLE III – ROLE OF THE IFC JUSTICE**

**Section I. IFC Justice**

The duties and responsibilities of an IFC Justice are as follows:

- A. Serve as an impartial justice, as called, on IFC Judicial Board hearings.
- B. Uphold:
  - 1. the IFC Constitution, Bylaws, Code of Conduct, and policies;
  - 2. the rules and regulations of The University of Texas at Arlington unless they are in violation of NIC standards or practices. In this case, NIC standards shall overrule; and
  - 3. the general values-based conduct of fraternity men.
- C. Maintain confidentiality in all judicial hearings, matters, and deliberations.

**ARTICLE IV – ROLE OF IFC STANDING COMMITTEES**

**Section I. IFC Recruitment Committee**

This committee shall be chaired by the IFC Vice President of Membership, and shall consist of all of the Recruitment Chairmen of all member chapters. The committee shall meet as necessary. The committee shall have (but not be limited to) the following tasks: developing recruitment strategies for the Interfraternity Council, providing recruitment workshops for member chapters, developing recruitment materials, developing recruitment rules, regulations, and schedules, and conducting orientation sessions for prospective new members.

**Section II. IFC Scholarship Committee**

A senior delegate selected by the IFC Vice President of Programming shall chair this committee. The committee shall meet as necessary. The committee shall have (but not be limited to) the following tasks: to develop programs that enhance the academic standing of member fraternities, to provide recognition for the academic achievement of chapters and members, to collect and distribute information about academic services available to students, to foster positive relations between the IFC and the UTA faculty.

**Section III. IFC Philanthropy & Community Service Committee**

A senior delegate selected by the IFC Vice President of Programming shall chair this committee. The committee shall meet as necessary. The committee shall have (but not be limited to) the following tasks: To coordinate at least one philanthropic or community service event per year that involves all member chapters, to coordinate the philanthropic and community service efforts of all member chapters.

#### **Section IV. IFC Programming Committee**

The IFC Vice President of Programming shall chair this committee. The committee shall meet as necessary. The committee shall have (but not be limited to) the following tasks: To coordinate the intramural program of the IFC, to coordinate cross-council programming, and to coordinate at least one (1) IFC Brotherhood event per semester.

### **ARTICLE V – ROLE OF THE IFC ADVISOR**

#### **Section I. IFC Advisor**

The IFC Advisor should work to support all NIC Standards, policies and practices. In addition, in accordance with the Standards and Guidelines for Fraternity and Sorority Advising Programs of the Council for the Advancement of Standards in Higher Education (CAS), the duties and responsibilities of the IFC Advisor are as follows:

- A. Advise the IFC and its member chapters.
- B. Advise and consult with the IFC Judicial Board on all conduct cases.
- C. Advise financial processes.
- D. Coordinate life safety, facility management, and risk management programs in conjunction with local agencies.
- E. Facilitate or provide resources, including potential presenters of campus or national renown to conduct workshops, programs, retreats, and seminars on relevant topics, including the following:
  1. Multicultural Competence
  2. Leadership Development
  3. Recruitment and Intake
  4. Risk Management
- F. Monitor membership and academic retention by member chapter and the entire community for purposes of improving academic support and recommending intervention strategies.
- G. Gather and disseminate information via meetings, websites, newsletters, social media venues, and/or information bulletins to the various entities in fraternity life.
- H. Provide assistance and advice in planning and assessing IFC and member chapter programs.
- I. Organize and facilitate leadership programs, retreats, and workshops.
- J. Connect the Members and New Members of member chapters to leadership opportunities across campus, in the local community, and within their inter/national organizations.
- K. Publish or share documents that focus on current events, leadership opportunities, trends, and other information regarding fraternity life.
- L. Provide for the recording and archiving of information about the fraternal community and encourage member chapter leaders to do the same within their organizations.

### **ARTICLE VI – FINANCIAL MANAGEMENT POLICY**

#### **Section I. Fiscal Year**

The IFC Fiscal Year shall coincide with the academic school year.

#### **Section II. IFC Annual Budget**

The Vice President of Administration shall propose an annual budget to the IFC Executive Board by the third meeting of the Fall semester. Upon adoption by the IFC Executive Board, the budget shall be presented to the IFC General Body for ratification.

#### **Section III. IFC Contingency Line**

The IFC Budget shall include a contingency line item within the overall budget that equals 10-15% of the overall expenses. The contingency account shall be utilized for cost overruns in budgeted areas and/or unanticipated, unbudgeted items, such as new IFC programs developed after the budget was finalized. At the end of the fiscal year, any amount remaining in the IFC Contingency Account shall be carried over to the next fiscal year.

#### **Section IV. Appropriate Use of IFC Funds**

IFC funds are under the jurisdiction of the IFC member chapters and shall only be used in a manner that benefits the fraternity community and that is congruent with the values of fraternity life. IFC funds shall not be used to purchase alcoholic beverages.

#### **Section V. Expenditure Approval**

- A. All Interfraternity Council expenditures will be presented by the Vice President of Administration and approved by the Executive Board.
- B. Expenditures in excess of \$1000 shall require majority approval of the IFC delegates.

#### **Section VI. Requests for Reimbursement**

Reimbursement for expenditures by Executive Board or Committee Members shall require the following in order to be paid:

- A. Receipt of purchase must be presented
- B. The purchase was for official Interfraternity Council business materials.
- C. Prior approval for the expenditure was obtained from the IFC Advisor or the Vice President of Administration

#### **Section VII. Signature Requirements for Financial Accounts and Transactions**

The signature of both the IFC President or IFC Vice President of Administration, and a FSL staff member (preferably the IFC Advisor) shall be required on all IFC financial accounts and transactions. The IFC is not permitted to have an external account.

#### **Section VIII. Financial Reporting**

The IFC Vice President of Administration shall provide a financial report to the IFC General Body on a weekly basis including all income and expenses during the given period of time and in relation to the overall budget for each line item.

#### **Section IX. Financial Record Keeping**

The IFC Vice President of Administration shall maintain accurate and organized financial records consisting of all receipts and invoices, copies of all monetary disbursements and deposits, IFC financial forms and reports, etc.

### **ARTICLE VII – MEMBER CHAPTER FINANCIAL OBLIGATIONS**

#### **Section I. IFC Chapter Dues**

Each Member Fraternity shall be charged dues each long semester for membership in the Interfraternity Council.

- A. The chapter fee shall be a minimum of \$50.00
- B. The fee assessed for each chapter member shall be a minimum of \$7.00.

#### **Section II. Establishment of IFC Member Chapter Dues**

Any proposed amendment to the established per initiated member dues in Section I of this Article shall be initiated utilizing the following protocol:

- A. If the IFC Executive Board determines a need to amend the established per initiated member dues amount, it shall charge the Vice President of Administration with assessing the current dues amount and providing a recommendation for possible amendments.
- B. The IFC Executive Board shall consider any recommendations made by the Vice President of Administration and propose an amendment to the dues amount to the IFC General Body.
- C. A 2/3 vote of the IFC General Body is required to amend the IFC member chapter dues amount.

### **Section III. IFC Member Chapter Dues Assessment**

- A. Invoices will be based off updated rosters submitted to the Office of Fraternity and Sorority Life due on date established by the office. Chapters who fail to update their roster by the deadline will be assessed a fine of \$25.00 per day until roster is updated.
- B. Invoices will be distributed at the second regular meeting following the updated roster deadline.
- C. Payments are due by the second regular meeting after the initial invoice is distributed.

### **Section IV. Delinquent Payments**

Failure to pay dues shall result in the following penalties:

- A. Payments made after the second week after the initial invoice is distributed will incur a late charge of \$25 per week.
- B. Payments not received within three weeks after the initial invoice is distributed – loss of intramural points until paid.
- C. Payments not received within four weeks after the initial invoice is distributed – loss of social privileges until paid.

### **Section V. Fines**

All fines should vary on the severity of the violation but should never collectively exceed \$500 each semester. IFC and the chapters are encouraged to seek out other forms of sanctioning to avoid abuse of fines.

## **ARTICLE VIII – IFC JUDICIAL PROCEDURES**

### **Section I. IFC Judicial Powers and Responsibilities**

Per Article VI, Section I of the IFC Constitution, The IFC Judicial Board shall work with the campus to implement a comprehensive conduct program that enhances peer-governance; respects the authority of the campus to adjudicate alleged violations of the Student Code of Conduct; and avoids multiple, overlapping conduct processes.

- A. The IFC shall develop an agreement with the campus that identifies the role of each judicial body in adjudicating allegations of chapter-level misconduct.
- B. The IFC Standards Board shall defer to the campus to investigate and adjudicate hazing and sexual misconduct allegations, or any other allegation that is being investigated and/or adjudicated through the campus' conduct process.

### **Section II. Due Process**

In appearing before the Judicial Board, each member chapter shall be granted certain rights termed “due process.” Those rights are:

- A. Right to be notified, in writing, of all charges, as outlined in the Bylaws;
- B. Right to present a defense, including the calling of witnesses;
- C. Right to question witnesses;
- D. Right to be accompanied by an advisor for advisory purposes only, but not for representation;
- E. Right to be notified, in writing, of all findings and sanctions imposed, as outlined in the Bylaws;
- F. Right to appeal the decision, as outlined in the Bylaws.
- G. Right to be free from double jeopardy.

### **Section III. Filing of Complaints**

- A. Any individual or group may file a complaint against a member chapter, specifying in writing the particular alleged acts of the accused. This must be done by submitting an [IFC Judicial Complaint Form](#) to the IFC Vice President of Operations or IFC Advisor.

- B. The IFC Vice President of Operations or IFC Advisor shall promptly review and refer to the FSL Standards Board before investigating any allegations. Upon determination by the FSL Standards Board that the council should adjudicate, the IFC Vice President of Operations may call a hearing forth.

#### **Section IV. Notification of Charges**

Once the IFC Vice President of Judicial Affairs has determined the filed complaint has merit, the member chapter and its inter/national organization is to be provided written notification of the charges **at least two weeks in advance** of the hearing. This written notification shall include the following:

- A. Date, time and location of their Informal Resolution Hearing;
- B. Description of the alleged violation; and
- C. Due process rights.

#### **Section V. Investigatory Evidence**

- A. All evidence related to a complaint shall be compiled and presented to all parties **at least one week prior** to any informal Resolution Hearing or formal Judicial Board hearing.
- B. All evidence shall be directly related to the complaint(s) alleged against the member chapter and shall be approved by the IFC Vice President of Operations prior to circulation.

#### **Section VI. Informal Resolution Hearing**

Upon a finding of the IFC Vice President of Operations that a filed complaint contains information sufficient to warrant further adjudication, he may offer the charged member fraternity the opportunity to participate in an Informal Resolution Hearing unless he feels that potential sanctions could include IFC suspension and loss of IFC recognition (*Defined in Section XIII*). In cases in which the charged member chapter accepts an Informal Resolution Hearing:

- A. The IFC Vice President of Operations shall meet with a representative of the charged member chapter to discuss the allegations of the complaint.
- B. **Within three (3) business days** of the Informal Resolution Hearing, the IFC Vice President of Operations may dismiss the complaint with a finding of no violations, provide the charged member chapter with his finding of violations and recommendation for a resolution through disciplinary or corrective sanctions.
- C. The charged member chapter has **three (3) business days** to accept or reject the terms of resolution. If the charged member chapter accepts the resolution, the charged member chapter waives all rights of appeal and the outcome is final.
- D. If the charged member chapter rejects offer of an Informal Resolution Hearing or the resolution, a Formal IFC Judicial Board Hearing will be convened to hear the case.

#### **Section VII. Prohibited Sanctions for Informal Resolution Hearing**

The IFC Vice President of Operations shall not recommend IFC suspension or loss of IFC recognition as defined in Section XIII of this Article, through an Informal Resolution Hearing. Should the IFC Vice President of Operations believe IFC suspension or loss of IFC recognition is warranted, the case shall automatically be referred to a Formal IFC Judicial Board Hearing.

#### **Section VIII. Formal IFC Judicial Board Hearing**

If any of the following occur, the IFC Vice President of Operations shall convene a Formal IFC Judicial Board Hearing:

- A. The charged member chapter rejects having an Informal Resolution Hearing;
- B. The charged member chapter rejects the findings and/or sanctions of the Informal Resolution Hearing
- C. The IFC Vice President of Operations determines the allegation is egregious enough to warrant potential IFC suspension or loss of IFC recognition (*Defined in Section XIII*); or
- D. The IFC Vice President of Operations chose not to offer an Informal Resolution Hearing

The IFC Vice President of Operations will select five (5) Judicial Board justices, as specified in *Article IV Section IV* of the IFC Constitution.

The IFC Vice President of Operations shall serve as a non-voting Chief Justice and preside over all formal Judicial Board hearings.

### **Section IX. Formal IFC Judicial Board Hearing Proceedings**

For all IFC Judicial Board hearings, the following procedures shall be followed:

#### **A. Participants**

1. Attendance at all IFC Judicial Board hearings shall be limited to:
  - i. The member chapters involved
  - ii. Any witnesses
    - a. At the discretion of the IFC Vice President of Operations, witnesses may be excluded from the hearing room until it is his or her turn to testify.
  - iii. The IFC Justices assigned to serve on the Judicial Board for the hearing
  - iv. The IFC Vice President of Operations
2. The charged member chapter may be accompanied by its chapter advisor during any Judicial Board hearing.
  - i. The chapter advisor must be registered as the official chapter advisor of the member chapter.
  - ii. The chapter advisor shall only act in an advisory capacity and is not allowed to conduct any portion of the chapter's presentation.

#### **B. Confidentiality**

1. All individuals involved in a hearing are required to agree to a statement of confidentiality. Individuals shall not disclose information regarding the following:
  - i. Any individuals, member chapters, or IFC Justices involved.
  - ii. Details of the proceedings
  - iii. Witness testimony

#### **C. Hearing Process:**

1. **Initiation of the Hearing:** The IFC Vice President of Judicial Affairs shall inform all individuals present that the hearing will be conducted in an orderly manner and any person causing disruption will be asked to leave. Additionally, he shall advise the charged member chapter of the formality of the hearing and the necessity of all parties to be truthful.
2. **Overview of Judicial Hearing Process:** The IFC Vice President of Judicial Affairs shall outline the process for the remainder of the hearing as follows:
  - i. Presentation of alleged charges, violations, and investigatory evidence against the charged member chapter shall be presented by the IFC Vice President of Judicial Affairs:
    - a. Charged member chapter may ask questions;
    - b. IFC Justices may ask questions;
  - ii. Presentation of charged member chapter:
    - a. IFC Justices may ask questions;
  - iii. Calling of Witnesses
    - a. Charged member chapter may ask questions
    - b. IFC Justices may ask questions;
  - iv. Charged member chapter may give final statement;
  - v. IFC Justices deliberate in closed session to determine findings of responsibility and if necessary, appropriate sanction(s).

## Section X. Conflicts of Interest

In the event the IFC Vice President of Operations' member chapter is involved in the alleged violation, the highest ranking IFC Executive Board officer, starting with the IFC President, as listed in *Article V Section II* of the IFC Constitution, shall serve in his place.

## Section XI. Prohibition on Recruitment Restrictions as a Sanction

The IFC Judicial Board may impose educational and punitive sanctions, as prescribed in the IFC Bylaws, but under no circumstances may it prohibit a Member Fraternity's ability to recruit.

## Section XII. Non-Status Sanctions

The IFC Judicial Board may impose sanctions that are punitive and/or educational, but not solely financial and do not restrict recruitment. The following are sanctions that may be imposed by the IFC Judicial Board and/or IFC Vice President of Operations (including, but not limited to):

- A. Letter of apology
- B. Fines
- C. Restitution
- D. Educational programming
- E. Public service to the campus or community
- F. Meetings with campus office/departments
- G. Loss of social event and/or campus event privileges
- H. Loss of eligibility for IFC nominated awards

## Section XIII. Status Sanctions

In the event of an egregious violation, the following are sanctions that may be imposed by the IFC Judicial Board for a specified period of time:

- A. **IFC Suspension:** Loss of IFC voting rights and removal from good standing status, and any additional Non-Status Sanctions.
- B. **Loss of IFC Recognition:** Loss of IFC recognition and its rights and privileges.

When adjudicating a potential violation that may result in suspension/loss of recognition from the IFC for the member chapter, the Judicial Board shall work collaboratively with the inter/national organization and campus.

## Section XIV. Duration of Sanctions

Judicial action shall specify the duration and deadlines of any sanctions imposed.

- A. After such specified time, if the member chapter has fulfilled the requirements of the sanctions imposed, the member chapter shall return to good standing.
- B. In the event the member chapter does not fulfill all of the requirements of the sanctions imposed, the IFC Vice President of Operations shall convene a Formal IFC Judicial Board Hearing to determine future course of action.

## Section XV. Notification of Findings

**Within three (3) business days** of any Informal Resolution Hearing or Formal Judicial Hearing, the IFC Vice President of Operations shall communicate in writing to the charged member chapter, its inter/national organization, and its chapter advisor, as well as any relevant **UTA** administrators, the alleged violation, the findings of the hearing, and any sanction(s) imposed.

The IFC Vice President of Operations shall notify the IFC General Body of any sanctions imposed upon a member chapter through any Informal or Formal Judicial Hearing.

## Section XVI. Appeals



The IFC Judicial Board's decision is subject to appeal by a member chapter **within two weeks** of receiving written notification of the decision. Appeals shall be made in writing to the IFC President and shall be made solely on the following grounds or be dismissed:

- A. Error in the charge and/or Judicial Board Hearing process that materially affected the outcome.
- B. The severity of the sanction did not match the severity of the violation.
- C. New information that could not have been discovered prior to the IFC Judicial Board Hearing through the exercise of reasonable diligence.

Sanctions imposed through the Judicial Process shall stand until an appeal is heard.

### **Section XVII. Non-Status Sanctions Appeals**

The IFC Executive Board shall hear appeals for Non-Status Sanctions.

- A. The IFC Vice President of Operations shall first present the IFC Judicial Board's decision and rationale for its actions.
- B. The appealing member chapter shall then be afforded the opportunity to present its reasoning for seeking a reconsideration of the IFC Judicial Board's actions. The appealing chapter must be given **at least one week's notice** of the time, place, and procedure of the appeal hearing.
  - 1. Any individual from the appealing member chapter serving on the IFC Executive Board shall not participate in the appeal proceedings.
- C. The IFC Executive Board may either dismiss the charge(s) with no sanctions or alter the sanctions imposed by the Formal IFC Judicial Board Hearing.
  - 1. Any alterations must be approved by at least two thirds (2/3) if the IFC Executive Board. The decision of the IFC Executive Board shall be final for Non-Status Sanctions.

### **Section XIX. Status Sanctions Appeals**

The IFC General Body shall hear appeals for Status Sanctions.

- A. The IFC Vice President of Operations shall first present the IFC Judicial Board's decision and rationale for its actions.
- B. The appealing member chapter shall then be afforded the opportunity to present its reasoning for seeking a reconsideration of the decision. The appealing chapter must be given **at least one week's notice** of the time, place, and procedure of the appeal hearing.
- C. Upon completion of the member chapter appeal presentation, all representatives of the Member Fraternity shall be dismissed from the meeting, including the member chapter's IFC delegates.
- D. The IFC General Body shall first vote on whether to discuss dismissal or alteration of the status sanction, which shall require a two-thirds (2/3) vote.
  - 1. In the event the IFC General Body votes to discuss dismissal or alteration, the IFC General Body shall determine by a two-thirds (2/3) vote to either dismiss the charge(s) with no sanctions or to alter the sanctions imposed.
  - 2. If a two thirds (2/3) majority cannot be achieved for dismissal or alteration of the sanctions, the initial sanctions will remain in place.
- E. The decision of the IFC General Body shall be final with no further appeal rights.

## **ARTICLE IX – IFC RECRUITMENT PERIODS AND EVENTS**

### **Section I. Definition of Recruitment Periods**

The Formal recruitment period, the Continuous Open Bidding (COB) phases and dates of any/all FSL recruitment events will be determined by the IFC Vice President of Membership & IFC Advisor unless otherwise enumerated in these bylaws.

## Section II. Formal Recruitment Period

Formal Recruitment is when Member fraternities formally open their doors for the recruitment of new members. During Formal Recruitment, the contact between Potential New Members and Member fraternities will be organized for the benefit of everyone who participates.

- A. Member fraternities are expected to hold recruitment events during formal recruitment, however they should not conflict with any IFC or FSL hosted events.
- B. All Potential New Members (PNMs) must vacate Greek Property, Fraternity member's property, or designated chapter event location by 11:00pm (the end of the Formal Recruitment day) and begin no earlier than 8:00am during the formal recruitment process.
- C. The IFC Vice President of Membership will recommend the period of formal recruitment to the IFC, and it must be ratified by a majority vote from the IFC Chapters to be official.
- D. The IFC Vice President of Membership will recommend cost of PNM registration fee for formal recruitment to the IFC, and it must be ratified by a majority vote from the IFC Chapters to be official.
- E. Each chapter is required to have all rush/recruitment chairs at each formal informative recruitment meeting held by the IFC Vice President of Membership to discuss all aspects of that formal recruitment period including:
  1. Dates for all formal recruitment events
  2. Rules & Regulations of the Formal Recruitment Period
  3. Duties & Rules for Rush Monitors and Recruitment Chairs from each Chapter.

## Section III. Continuous Open Bidding (COB) Period

Continuous Open Bidding (COB) Periods are when bids may be extended by member fraternities outside of the formal recruitment period. During COB, Chapters must follow the Fraternity and Sorority Life office policies to register recruitment events and check the academic records of potential members.

- A. The PNMs must agree to grade check and complete the online risk management module. Once complete the chapter may issue bids to potential new members, the chapter will be responsible for notify the IFC Advisor who accepted their bid.
- B. The dates for the COB periods are as follows:
  1. **If there is a formal recruitment period during the same semester**, COB should begin the Monday after the Formal Bid Day and conclude on the last Friday before finals week of the same semester.
  2. **If there is not a formal recruitment period during the same semester**, COB should begin the second Monday of the semester and conclude on the last Friday before finals week of the same semester.
  3. **Summer Phase** shall begin on the first Monday following finals week as designated by UTA, and conclude at the end of business on July 31, or the Friday before July 31, if that day should fall upon a weekend.
  4. All phases begin when the FSL office opens for business hours on the first day of each phase and conclude at the end of business hours on the last day of each phase.

## Section IV. All IFC Recruitment Events

All member fraternities shall be required to participate in designated FSL Recruitment events to be determined by the Vice President of Membership & FSL Advisor. Any chapter who is absent for more than two (2) of these designated events each fall, spring, and summer semester will result in an automatic \$100 fine. These events will include, but are not solely limited to:

- A. **Preview Days:** Chapters are required to have tables at University Preview Days. Chapters are encouraged to have prospective members provide their name at the FSL Information Table for distribution to all chapters. Only approved materials may be handed out at this event.
- B. **Activity Fair Day:** The date of this event is set by the Office of Student Organizations. Chapters may hand out approved recruitment materials.

- C. **All FSL Open House:** This event is coordinated by the Office of Fraternity and Sorority Life at the beginning of the fall semester. This event allows prospective new members to attend and be introduced to member fraternity/sororities from IFC, CPH, NPHC, and MGC. Each chapter will be provided a table during this event.
- D. **Information Tables:** The IFC may periodically set up information tables to distribute information about Fraternity & Sorority Life and to collect names of potential members.
  - 1. The IFC Vice President of Membership may assign chapters to work at the tables during designated periods. All names collected from the Information Tables will be entered into the database and distributed to all chapters. This is an optional event for all IFC Chapters and not a required event.
- E. **Summer Orientations:** The IFC Vice President of Membership shall have the primary responsibility of creating a program, in conjunction with the other Greek Councils, for the University Summer Orientations. The program will involve students from all councils and will be designed to generate interest and to distribute information about Fraternity & Sorority Life at UTA.
  - 1. All names collected during Summer Orientations will be entered into the database and distributed to all chapters.
- F. **IFC Recruitment Kickoff:** This shall be the kick-off event for the recruitment period. This event will be social in nature and allow prospective members to meet current active members in an informal setting. Chapter members are not allowed to wear any fraternity paraphernalia, included but not limited to: hats, shirts, pins/buttons, cups, etc.
- G. **Tour of Chapters:** General information will be provided to all prospective members. Prospective members will also be required attend formal information session and all chapter sessions. The amount of chapter members at this event will be set by the IFC Vice President of Membership.

#### **Section V. Chapter Recruitment Events**

- A. Each chapter must submit all recruitment/new member education paperwork to their Chapter Coach by the date established by the IFC Vice President of Membership. Recruitment/new member education paperwork should include:
  - 1. Completed Recruitment/New Member Education Form
  - 2. Approved Student Organization Campus Event Planning Sheets for all recruitment events including off-campus events
  - 3. All room confirmations from the University Center space or classroom
  - 4. All marketing materials including flyers, posters, videos, etc.
  - 5. Copy of national recruitment/new member education plan
- B. Failure to submit a list of events by the established date will result in:
  - 1. An automatic \$100 fine
  - 2. Chapter's formal recruitment events being omitted from published materials
- C. All events will be finalized after the final formal informative recruitment meeting. Events can only be changed if extenuating circumstances arise and must be approved by the IFC Advisor. Chapters canceling or relocating scheduled formal recruitment activities without providing written notification to the IFC Vice President of Membership or IFC Advisor at least twenty-four (24) hours prior to the cancellation or relocation shall be subject to a \$250 fine.
- D. Chapters having any unscheduled recruitment activities during Formal Recruitment will be subject to an automatic \$500 fine and referral to the FSL Standards Board.

#### **Section VI. Informative Recruitment Meetings & Review Committee Meetings**

- A. Informative recruitment meetings shall be held as necessary and chaired by the IFC Vice President for Membership.
- B. Each member fraternity is responsible for having one (1) representative, preferably the chapter Recruitment Chair, at each Informative Recruitment Meeting. Any chapter absent from two formal informative recruitment meetings may not be allowed to participate in the formal recruitment week activities until meeting with the IFC Vice President of Membership.

- C. During COB periods of recruitment, a bid will not be allowed to be extended to Potential Members if their chapter representative was absent from the last COB informative recruitment meeting called to order, until meeting with the IFC Vice President of Membership.
- D. The IFC Vice President for Membership shall form a Review Committee to review all recruitment bylaws and rules to make recommendations to policy that will ensure this body's recruitment procedures and policies are fair to both member fraternities and potential new members.
  - 1. At least one (1) Review Committee must be called per academic year to ensure a satisfactory rush and recruitment for all IFC chapters.

**Section VII. Bid Day Activities**

The primary focus of Bid Day Activities should be to celebrate new members of member fraternities.

- A. The IFC Vice President of Membership will coordinate an event to extend bids during the formal recruitment period.
- B. Prior to the start of this event, the IFC Executive Board and IFC Advisor will call PNMs that were not extended a bid.
- C. All PNMs that received a bid are required to attend the IFC hosted Bid Day event.
- D. All chapters are required to attend the IFC hosted Bid Day event. The amount of chapter members at this event will be set by the IFC Vice President of Membership.
- E. All chapters will be expected to have a registered event for Bid Day (i.e. dinner, cookout, social activity, party, etc.)

**ARTICLE X – IFC RECRUITMENT RULES AND VIOLATIONS**

**Section I. Recruitment Alcohol Policy**

- A. All formal and informal recruitment functions will be alcohol free.
  - 1. A formal or informal recruitment function is defined as any event which the primary purpose is recruitment.
- B. Events on Bid Day with alcohol may not occur until 5pm.

**Section II. Advertising & Publications**

- A. All chapter recruitment materials must be approved, in advance, by the IFC Advisor or Chapter Coach.
- B. Chapters may chalk sidewalks, post signs, banners, and flyers in accordance with policies established by the Office of Student Organizations.
- C. Chapters will not steal, desecrate, or in any other way interfere with recruitment signs of another chapter posted around the campus.

**Section III. Recruitment Monitors**

- A. All member fraternities shall submit the names and contact information of at least three (3) men who will serve as the recruitment monitors during Formal Recruitment. Monitors must meet the following eligibility criteria:
  - 1. Monitors must have been an initiated member.
  - 2. Monitor must have a cumulative GPA of at least 2.5 and a semester GPA of not less than 2.5
- B. Recruitment monitors will be present at all Formal IFC Recruitment events as assigned by IFC Vice President of Membership.
- C. Recruitment monitors shall be knowledgeable of all IFC Recruitment Rules and Policies.
- D. Recruitment monitors will not be denied access to any areas that are open to prospective members.
  - 1. Member fraternities will incur all costs of the recruitment monitors at their events.
- E. Recruitment monitors who fail to appear at a scheduled chapter event will be assessed a fine of \$50 payable by the chapter. If a chapter fails to report that a Recruitment Monitor has failed to appear at their scheduled chapter event, they will be also be subject to a \$50 fine.

- F. IFC Executive Board will also act as Recruitment Monitors and are allowed to perform random inspections of Formal Recruitment Events throughout the Formal Recruitment period to ensure all IFC parties are following all recruitment regulations.
- G. Recruitment monitors must report any infractions of the IFC Recruitment Policy through the [IFC Judicial Complaint Form](#) to the IFC Vice President of Operations or IFC Advisor within twenty-four (24) hours of the known infraction.

#### **Section IV. Miscellaneous Restrictions**

- A. Chapters should refrain from allowing women to attend events and/or recruit for their fraternity.
- B. Member Fraternities cannot state anything negative about another Member Fraternity either in writing, verbally, electronically, nor can it mention another Member Fraternity in its literature in any form or fashion.
- C. No prospective members are allowed to wear or possess fraternity paraphernalia; i.e., T-shirts, hats, buttons, pins/books, cups. This excludes Recruitment flyers and brochures.
- D. All inappropriate bid extension practices are prohibited. This includes, but not limited to telling a potential member a bid is binding, that a decision on a bid must be made immediately or it will be withdrawn, that a potential member is only eligible to receive bids from one fraternity, or who pressures or intimidates a potential member into accepting a bid.
- E. Member Fraternity should not extend a bid during an unauthorized time which is determined by the IFC Vice President of Membership.

#### **Section V. Violations**

- A. Failure to adhere and abide by any of the recruitment rules and policies will be considered a violation, and will be subject to referral to the FSL Standards Board.
- B. Anyone witnessing an infraction or violation of these rules is obligated to inform the Interfraternity Council Executive Board or IFC Advisor through the [IFC Judicial Complaint Form](#) within twenty-four (24) hours of the violation.
- C. All violations will be submitted to the FSL Standards Board.

In the event that the FSL Standards Board chooses to refer violation back to the council, the IFC Judicial Board reserves the right to pursue any charges based on severity of violation.

### **ARTICLE XI – IFC BID EXTENSION AND NEW MEMBER PROCESS**

#### **Section I. Definition of Bids**

A bid is an invitation given to a potential new member; either written or electronic to join a fraternity.

#### **Section II. Extension of Bids**

- A. During Formal Recruitment
  - 1. Bids may only be extended on Bid Day whose date shall be determined by the IFC Vice President of Membership
  - 2. All prospective members must register online at [www.uta.edu/fsl](http://www.uta.edu/fsl), attend Tour of Chapters (TOC) or the PNM lunch, and complete the online risk management module before they are eligible to participate in Formal Recruitment in order to be extended a bid. It is the responsibility of the member fraternity to verify that the potential new member is registered and on the availability recruitment roster before extending a bid. Exceptions can be granted by the IFC Advisor.
- B. During Periods of Continuous Open Bidding
  - 1. Bids may be extended to potential new members during the designated phases of COB.
  - 2. A Bid will not be official until the following processes are fulfilled:
    - i. The potential member is verified by the FSL Advisor as being eligible to receive a bid.
    - ii. The potential member has completed the online risk management module.

### **Section III. New Member Process and Initiation**

#### **A. New Member Eligibility**

1. To be eligible to join a Fraternity, a man must currently be enrolled, and have a College cumulative GPA of at least a 2.5, for current UTA students.
2. All new students to UTA are eligible to participate in IFC recruitment processes, and follow all other requirements expressly written in these bylaws.

#### **B. New Member Convocation**

1. All new members (those that have accepted bids) are required to attend IFC New Member Convocation whose date shall be determined by the IFC Advisor.

#### **C. Initiation practices**

1. The Interfraternity Council mandates that all its Member Fraternities will follow the recognized initiation practices of their respective National/International Organizations as long as they are not in violation of any part of the Interfraternity Council Constitution and Bylaws.

#### **D. Disaffiliation**

1. Any man disaffiliating a Member Fraternity is ineligible to pledge another Member Fraternity until he has completed the semester during which he pledged the first Member Fraternity.