

**CONSTITUTION OF THE INTERFRATERNITY COUNCIL (IFC)  
AT ARKANSAS TECH UNIVERSITY**

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**ARTICLE I - MISSION**

We, the Interfraternity Council at Arkansas Tech University set forth this Constitution and Bylaws in order to cause closer working relationships and coordination among its Member Fraternities and Arkansas Tech University. In order to promote the general betterment of Fraternity Life on campus, the Interfraternity Council at Arkansas Tech University establish and subscribe to the following mission statement:

“The men of the Interfraternity Council of Arkansas Tech University are committed to building a fraternity community through the universal application and perpetuation of the five core principles: accountability, integrity, unity, open-mindedness, and service. We pledge to have an open-mind in regards to individual chapter ambitions which address all fraternal issues. As an Interfraternity Council, we plan to serve the fraternity community through accountability and integrity; operating solely through a strong sense of unity. We promise to adhere to those principles and apply them within our individual chapters.”

**ARTICLE II – STATEMENT**

The IFC is in support of an environment that is free of hazing and sexual misconduct. As outlined in the IFC Judicial Code, hazing and sexual assault should be adjudicated through the university conduct processes.

**ARTICLE II – NAME**

This organization shall be known as the Interfraternity Council (IFC) at Arkansas Tech University (ATU).

**ARTICLE III – OBJECTIVES**

The objectives of the IFC shall be to:

- A. Develop and maintain fraternity life and Interfraternity relations at a high level of accomplishment.
- B. Cooperate with member fraternities and university administration in concern for high social and moral standards.
- C. Act in accordance with the standards and philosophies of our national organizations and the National Interfraternity Conference (NIC).
- D. Serve as the official voice of the social fraternities of Arkansas Tech University.
- E. Provide a medium for exchange of ideas and needed assistance among the fraternities.
- F. See to provide services on an Interfraternal level that could not be handled as well by the individual fraternities.
- G. Discuss questions of mutual interest and present to the fraternities such recommendations as the IFC sees fit.
- H. Promote good scholarship.
- I. The IFC will establish a medical Good Samaritan policy.

- J. Organize, coordinate and oversee all recruitment activities of all social fraternities, both member and aspiring member.
- K. The IFC will have the policies and programming consistent with the NIC Guidelines on Alcohol & Drugs.

## **ARTICLE IV – IFC MEMBERSHIP**

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

- A. Any chapter or colony of a North-American Interfraternity Conference (NIC) member organization shall hold membership in the IFC.
- B. 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.
- C. The IFC and each of its member chapters will carry sufficient liability insurance coverage.
  - a. The NIC offers an IFC Insurance Program that provides affordable liability for the IFC, its officers and volunteers.
  - b. If the IFC obtains coverage through another plan, it must submit the IFC Insurance Exemption form by August 1<sup>st</sup> of each year through FS Central.
- D. The Coordinator of Fraternity and Sorority Life as designated by the Division of Student Services shall advise the IFC.

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

The membership classification of Member Fraternities shall be as follows:

- A. Full Member: Any fraternity chapter that has obtained its charter from its international organization, or any local fraternity chapter. Full Membership grants the member fraternity all rights, privileges and responsibilities under the IFC Constitution and Bylaws.
- B. Associate Member: Any fraternity colony of an international organization. Associate Membership grants the member fraternity all rights, privileges, and responsibilities under the IFC Constitution and By-Laws, except that it does not have voting privileges, cannot hold IFC Executive Board positions, nor have an IFC Standards Committee Justice.

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

### **Section III. Member Fraternity Standards**

Each member fraternity shall adhere to and abide by the following minimum expectations:

- A. Each member fraternity shall comply with all policies set forth by:
  - 1) The IFC Constitution and Bylaws
  - 2) The rules, regulations, and expectations of Arkansas Tech University, including those posed by the Office of Fraternity and Sorority Life and the Student Code of Conduct.
- B. Each member fraternity shall strive for academic achievement and practice academic integrity which includes but is not limited to:
  - 1) Maintaining a minimum term GPA of 2.70

- C. Each member fraternity shall meet all financial obligations in a timely manner including IFC dues owed.
- D. Each member fraternity shall submit required membership rosters to the Office of Fraternity and Sorority Life immediately upon any change to active membership and by the requested date.
- E. Each member fraternity shall comply with the attendance policies for the IFC General Body and the IFC Standards Committee, as outlined within this Constitution.
- F. Each member fraternity shall understand the ideals expressed in our fraternity rituals and will strive to incorporate them in our daily lives.
- G. Each member fraternity shall respect the dignity of all persons; therefore, will not physically, mentally, psychologically or sexually abuse or harm any human being.
- H. Each member fraternity shall protect the health and safety of all human beings.
- I. Each member fraternity shall respect our property and the property of others; therefore, each member fraternity will neither abuse nor tolerate the abuse of property.
- J. Each member fraternity shall neither use nor support the use of illegal drugs; we will neither misuse nor support the misuse of alcohol.
- K. All IFC member chapters will actively support the responsible growth of other NIC fraternities provided that each organization follows these Responsible Growth Protocols:
  - a. Proactively communications with the campus administration and IFC in good faith prior to any expansion activity.
  - b. Considers any available readiness assessment, utilizing metrics determined in conjunction with the NIC before formally requesting the opportunity to join the IFC.
  - c. The group does not have any outstanding, documented campus health and safety violation.
- L. Each member fraternity shall challenge all fraternity members to abide by these fraternal expectations and will confront those who violate them.
- M. Full membership in the IFC is limited to those fraternities (including non-NIC organizations), who have adopted all NIC standards, are affiliated with an inter/national organization, and are men's fraternities.

A member fraternity that has failed to meet any of the minimum expectations outlined in this Section can be penalized or referred to the Standards Committee.

The IFC will to recognize chapters that have been suspended or have had the charter revoked by the inter/national organization.

#### **Section IV. Chapter Reinstatement**

- A. The IFC will honor all organizational return agreements negotiated as part of a campus or IFC conduct process. Any organization returning to campus based on a return agreement will not be required to participate in any IFC or campus expansion process.
- B. Recognition by the IFC and campus are two distinct processes with potentially different outcomes, though it is best for students when organizations recognized by the IFC are also recognized by the campus.

#### **Section IV. Individual Member Definitions**

For the purpose of this Constitution and the IFC Bylaws, and with an understanding that each member fraternity 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 Arkansas Tech University.
- B. New Member: A New Member shall be defined as any man who has accepted a bid to join a fraternity at Arkansas Tech University, 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 Arkansas Tech University.

## **ARTICLE V – 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 of each member fraternity 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 Representatives from each member fraternity.

### **Section III. IFC Representatives**

Each member fraternity shall have two IFC Representatives, chosen by that member fraternity, who serves on the IFC General Body. An IFC Representative cannot already be a member of the IFC Executive Board.

### **Section IV. General Body Meeting Policies**

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

- A. The IFC General Body shall conduct weekly meetings during the academic year.
- B. Two IFC Representatives must be present at each meeting. More than two absences per semester shall result in the member fraternity being referred to the IFC Vice President of Standards for potential judicial review.
  - 1) If the regular meetings have been found to be 15 minutes or less than only one delegate is required to be present. If the meetings last regularly longer than 15 minutes, then two delegates are required. IFC executive board may ask for two delegates from each chapter with a 72-hour notice.
- C. If a chapter has no delegates present at an IFC general body meeting without at least 24 hours' notice to the Vice President, it will result in an automatic \$30.00 fine assessed to the chapter that must be paid within one week of the missed meeting. If a chapter only has one delegate the fine will be \$10.
  - 1) The IFC Executive Board has the right to approve or deny requested absences. If the absence is denied the \$30.00 fine will be assessed. If a chapter has more than one

- unexcused absence with no representation within a semester they will be referred to the Vice President of Standards for judicial review.
- 2) IFC delegates are expected to be to their meetings promptly at the assigned meeting time. Chapter delegates who arrive after assigned meeting time will be assessed a tardy fine of \$15.
- D. A majority of Member Fraternities present shall constitute a quorum in order to conduct IFC General Body business.
  - E. The IFC President may call special meetings at any time or at the request of two Member Fraternities, with consent from the Coordinator of Fraternity and Sorority Life. Requests for special meetings should include notice of the time, location, and purpose of the special meeting provided to all Member Fraternities at least 72 hours in advance.

### **Section V. IFC General Body Voting Policies**

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

- A. Proposed and seconded motion on issues that impact a chapter as a whole must be announced at a previous meeting to allow opportunity for chapter input before a vote may be taken on the issue.
- B. Majority vote of the IFC General Body shall be required to adopt any motion other than that of expansion, which shall require a majority) vote for approval.
- C. In the event of a tie, the IFC President shall cast the deciding vote.
- D. There shall be no secret ballots.

## **ARTICLE VI – 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.

### **Section II. IFC Executive Board Composition**

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
- C. Vice President of Standards
- D. Vice President of Recruitment
- E. Vice President of Greek Affairs
- F. Vice President of Scholarship
- G. Vice President of Outreach

### **Section III. 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. Be an Active Member or New Member, in good standing, of a member fraternity.
- B. Maintain good academic standing with the Arkansas Tech University

- C. Must complete training as seen fit by the Office of Fraternity and Sorority Life such as the Annual Leadership Retreat.
- D. Must agree to Executive Office Expectations contract.

Only members from full IFC member organizations are permitted to serve as IFC officers, serve on the Judicial Board, or vote on Constitution and Bylaw amendments.

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

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

- A. The IFC Executive Board shall meet once a week.
- B. The IFC President or Coordinator of Fraternity and Sorority Life, with 48 hours' notice, can call special meetings of the IFC Executive Board.
- C. Recurring absences from IFC Executive Board Meetings can result in the termination of that IFC Executive Board Member.

#### **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 and removal of IFC Executive Board officers:

- A. Executive Board elections shall be held annually during the fall term. If an office is vacated at any time before the annual elections, then a new officer shall be appointed by a majority vote of the Executive Board.
- B. An IFC Slating Committee shall be formed for the election process and will determine the nominees for each office. Once selected, the nominees for each office shall be presented to the IFC for confirmation.
- C. Each IFC Slating Committee shall consist of IFC Executive Officers not running for reelection, the Coordinator of Fraternity and Sorority Life, and one representative from each member fraternity.
- D. Any individual serving in an IFC Executive Board position may be removed from his position by a majority affirmative vote of the IFC General Body or at the discretion of the office of Fraternity and Sorority Life.
- E. Should a vacancy occur in the office of the IFC President, a special election shall be held within two meetings after the vacancy was created.

### **ARTICLE VII – IFC JUDICIAL COMMITTEE**

#### **Section I. IFC Judicial Committee Jurisdiction**

The IFC shall be a peer-governing organization with an independent Judicial Committee, which shall have jurisdiction over cases involving alleged member fraternity violations, including but not limited to:

- A. The IFC Constitution and Bylaws, Code of Conduct, Fraternity and Sorority Life Office social policy, and other policies.
- B. Student Code of Conduct
- C. Other University Policies
- D. The general values-based conduct of fraternity men.

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 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.
- B. For all other instances—outside of hazing and sexual misconduct—the Standards Board has the autonomy and responsibility to adjudicate chapter-level violations.

## **Section II. IFC Judicial Committee Composition**

The IFC Judicial Committee shall be composed of one IFC Justice from each member fraternity, chosen by that member fraternity, and shall be chaired by the IFC Vice President of Standards. In order to serve as the IFC Justice for a member fraternity on the IFC Judicial Committee, an individual must meet the following requirements:

- A. Be an Active Member or New Member, in good standing, of an IFC member fraternity.
- B. Maintain good academic standing with the institution.
- C. Not be a current member of the IFC Executive Board or serve as his member chapter's IFC Representative or Alternate Representative for the IFC General Body.
- D. Be devoted to the general ideas 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. Have a working knowledge of the IFC Constitution and Bylaws, ATU campus policies, and NIC Standards.
- F. Will serve their term of office 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 or as his member chapter's IFC Representative or Alternate Representative for the IFC General Body.
- G. Must complete formal judicial policies and procedures training prior to serving on an IFC Judicial Board hearing.
- H. Submit an application created by the IFC Vice President of Standards.

## **Section III. IFC Judicial Policy**

- A. The Judicial Committee shall perform all duties and be subject to all regulations contained within the IFC Judicial Policy in the Bylaws.
- B. The IFC will provide annual training to member chapters on its IFC Judicial Code.

- C. In the Absence of a Judicial Board, the IFC Executive Board shall have the ability to promote and execute the pertinent sanctions to the fraternity involved.

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

The IFC Vice President of Judicial Affairs will select five (5) Judicial Board justices, as predetermined by an alphabetical rotation of the member chapters, to hear a case. 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 IV. 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 an IFC Judicial Board hearing shall be present in order to conduct business on behalf of the IFC Judicial Committee.
- D. Each IFC Justice assigned to an IFC Judicial Board hearing is required to attend the hearing. Failure of an IFC Justice to attend an IFC Judicial Board hearing for which he was assigned shall result in his member fraternity being referred to the IFC Vice President of Standards for potential Standards review.
  - 1. If the IFC Justice is absent without at least 24 hours' notice to the Vice President of Standards, it will result in an automatic \$30.00 fine assessed to the chapter that must be paid within one week of the missed hearing.

### **Section V. 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 shall govern all actions of an IFC Judicial Board.
- C. The IFC Vice President of Standards shall only have a vote in the event of a tie, in which his vote is the deciding vote.

## **ARTICLE VIII – IFC COMMITTEES**

### **Section I. Ad Hoc Committees**

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

### **Section II. IFC Committee Meeting Policies**

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

- A. A two-thirds (2/3) of committee members present shall constitute a quorum in order to conduct committee business.
- B. Each committee shall meet as called by its committee chair.

## **ARTICLE IX – CONSTITUTIONAL AMENDMENTS**



## **Section I. Constitutional Amendments**

This Constitution may be amended by a majority affirmative vote of the IFC General Body provided notice of the proposed amendment has been provided to Member Fraternities 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 majority affirmative vote of the IFC General Body.

**BYLAWS OF THE INTERFRATERNITY COUNCIL AT ARKANSAS TECH  
UNIVERSITY**

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**ARTICLE I – ROLE OF THE IFC REPRESENTATIVE**

**Section I. IFC Representative**

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

- A. Serve as a representative and voice for his member fraternity's concerns regarding the fraternity community.
- B. Represent the larger fraternity community's interests.
- C. Inform his member fraternity 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 fraternity.
- E. Serve as an active member of IFC Standing Committees and Ad Hoc 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. IFC President**

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

- A. Preside at all regular and special IFC meetings.
- B. Have the power to appoint temporary officers necessitated by a special issue or concern.
- C. Have the privilege to vote only to break tie votes.
- D. Have the power to call special meetings.
- E. Serve as the official representative of the fraternity community to University administration and other student or civic organizations.
- F. Assure that all projects and activities of the IFC are efficiently carried out.
- G. Build rapport and establish positive working relationships between the IFC and chapter leaders.
- H. Visit with member chapters regularly to determine what chapter needs are not being met as well as which IFC efforts are particularly strong.
- I. Attend a weekly thirty (30) minute One-on-One meeting with the IFC Advisor.
- J. Participate in fundraising for the annual trip to a leadership development conference such as AFLV.
- K. Perform other duties as necessary.

**Section II. IFC Vice President**

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

- A. Be responsible for coordinating roundtable topics during regular council meetings.
- B. Inform and/or provide member chapters with opportunities for career development.

- C. Attend a weekly thirty (30) minute One-on-One meeting with the IFC Advisor if deemed necessary.
- D. Participate in fundraising for the annual trip to a leadership development conference such as AFLV.
- E. Serve as the Co-Executive Director of the Greek Programming Board. (remove)
- F. The Vice President shall not have the privilege to vote.
- G. Be responsible for the annual budget for IFC.
- H. Will file an annual IRS Form 990.
- I. Conduct programming with the campus to provide health and safety education and training for chapters each term.
- J. Will maintain an accurate listing of member fraternity chapters and new groups/colonies. This list should be updated in FS when any changes occur—when a chapter joins or leaves the campus/IFC.
- K. Perform other duties as necessary.

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

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

- A. Preside at IFC meetings in the absence of the president
- B. Provide chapter presidents with written judicial procedures.
- C. Guarantee full due process for all parties during the hearing procedure and ensure the confidentiality of the proceedings.
- D. Adjudicate cases involving actions of fraternity chapters, and/or their members.
- E. Levy consistent and educational sanctions that will both deter and redirect further violations.
- F. Consult with appropriate Arkansas Tech University officials when action is taken against fraternity chapters and/or their members.
- G. Meet with the IFC President to monitor and review the progress of any chapter under disciplinary sanctions.
- H. Additional duties, guidelines, policies, and processes of this office shall be contained in the IFC Standards Board portion of the Bylaws, Article IV.
- I. Ensure parliamentary procedure is followed in all IFC meetings.
- J. Attend a weekly thirty (30) minute One-on-One meeting with the IFC Advisor if deemed necessary.
- K. Perform other duties as necessary.
- L. The Vice President of Standards shall not have the privilege to vote but may vote only in the event of a tie in a Standards Board proceeding. (Remove statement?)

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

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

- A. Coordinate all recruitment activities throughout the year.
- B. Keep record of new members and men who de-pledge.
- C. Establish recruitment schedule including organizing and setting recruitment dates.

- D. Assist Coordinator of Fraternity and Sorority Life with compilation of recruitment and new member statistics.
- E. Assist with all recruitment publications.
- F. Meet with the recruitment chairman from each chapter.
- G. Work with Office of Admission and Office of Student Success to provide information to incoming students.
- H. Perform other duties as necessary.

**Section V. IFC Vice President of Greek Affairs shall:**

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

- A. Compile a calendar of events from Interfraternity Council fraternities each semester and distribute to the Fraternity and Sorority Life Office, CPC, NPHC, GPB, and Order of Omega.
- B. Primary Manager of all Social Media utilized by the Interfraternity Council.
- C. Coordinate and publish a Fraternity and Sorority Newsletter with other councils once a semester with emphasis on events, policy changes and individual chapter successes.
- D. Manage relationships with CPC, NPHC, and Order of Omega councils.
- E. Take note of what campus initiatives and events our council and sororities should be getting involved in; ways we can actively engage in the campus community and Farmville community.
- F. Execute a Public Relations and Marketing system that emphasizes the positive activities of the Interfraternity Council and the Fraternity and Sorority Community as a whole, as well as special events and/or programming executed by the Interfraternity Council Executive Board.
- G. Maintain a complete and up-to-date file of all materials related to this position in the Interfraternity Council Office.
- H. IFC is a trademark of the NIC. If the IFC would like to produce any material or clothing with using the IFC name, contact the NIC communications team to seek approval prior to publication or production. IFC clothing can be purchased directly through IFCGear.com.
- I. Attend all major Interfraternity Council activities as deemed mandatory by the President so long as a 4 week notification is given.
- J. All monetary transactions, publications/marketing efforts, written documentations, mass email mailings, or any other forms of communications should be cleared through the Primary Advisor for the purpose of liability issues and /or to avoid unwarranted situations which may affect the entire council or Arkansas Tech University Fraternity and Sorority Community.
- K. Perform other duties as necessary.

**Section VI. IFC Vice President of Outreach**

- A. Be responsible for reviewing and developing philanthropy and service opportunities and submitting them for discussion and approval to the IFC.

- B. Participate in fundraising for the annual trip to a leadership development conference such as AFLV.
- C. Develop local and community outreach through the philanthropy program of Movember.
- D. Attend a weekly thirty (30) minute One-on-One meeting with the IFC Advisor if deemed necessary.
- E. The IFC will establish a strategic communication plan for the IFC and its member chapters that address protocols for crisis response, social media, marketing and media engagement.
- F. In the even the IFC is in need of crisis management support, the IFC should contact the NIC communications team directly for consultation. IFCs should consult the NIC before making any statements to the media, so the NIC can assist in in coordination efforts with each inter/national organization and the campus.
- G. Perform other duties as necessary.

### **Section VII. IFC Vice President of Scholarship**

- A. Be responsible for reviewing and developing scholarship programming opportunities and submitting them for discussion and approval to the IFC.
- B. Implement policies and programming, striving for the all-fraternity GPA to be above the campus all-men's average.
- C. Establish policies with remediation plans for non-compliance regarding chapter achievement of a minimum new member class GPA and chapter GPA.
- D. Be responsible for the End of Term (EOT) report for each academic term to report academic and membership data, while working with other IFC leadership.
- E. Attend a weekly thirty (30) minute One-on-One meeting with the IFC Advisor if deemed necessary.
- F. Will work with advisor and campus to submit an End of Term (EOT) report for each academic term on FS Central to report academic and membership data. Will submit based on semester system.
- G. Coordinate the completion of AFLV and NPC Awards Packets.
- H. Perform other duties as necessary.

## **ARTICLE III – FINANCIAL MANAGEMENT POLICY**

### **Section I. IFC Agency Account**

All money collected from chapters shall be recorded and deposited into the IFC agency account.

### **Section II. IFC Membership Dues**

Each fraternity will be assessed semester membership dues of \$20.00 per member. Dues must be paid by the specified deadline established by the IFC Executive Board and the Office of Fraternity and Sorority Life at the beginning of each semester. Membership numbers for each chapter will be determined from the deadline for roster updates at the time of issuing the invoice.

### **Section III. IFC New Member Dues**

If the new member is affiliated with the chapter at the time the invoice is issued, the member fraternity is billed according to Article IV Section II.

Any new member who accepts his bid after the time the invoices are issued shall pay his new member fines at the rate of \$20.00 in addition to any acceptance fee at the time of bid acceptance.

#### **Section IV. Fines**

All fines, unless specifically stated in the Bylaws or in the IFC Constitution, shall be handled as outlined in Article IV of the Bylaws.

#### **Section V. Late Fees**

Each fraternity will be notified at IFC meetings for the charges due to the IFC. Upon receipt of the invoice, payment is due in full by the date designated. It is the responsibility of the fraternity to speak with the VP of Administration if payment cannot be made in full by the due date. If no other penalties are established up distribution of the invoice, the payment penalty is as follows:

- A. If paid in full by due date: no penalty
- B. 1-7 days late: Finance charge of 15 percent of remaining balance.
- C. 8-14 days late: Finance charge of 30 percent of remaining balance.
- D. 15-21 days late: Finance charge of 50 percent of remaining balance and suspension of voting privileges.
- E. After 22 days: Finance charge of 60 percent of remaining balance and inter/national office contacted and advise of delinquency and/or referred to the Vice President of Standards to be brought to the Standards Board.

#### **Section VI. Payment Plan**

With evidence of need for alternative payment plans, a Member Chapter can request a payment plan to be agreed upon by the IFC Executive Board and the IFC Office of Fraternity and Sorority Life.

#### **Section VII. Allocation of Funds**

If IFC were to be dissolved, any funds remaining would be donated to the Office of Fraternity and Sorority Life.

The IFC will pay annual dues and fees to the NIC, due November 1<sup>st</sup> of each year.

Dues are invoiced by the NIC and calculated using set rates for NIC member chapters and non-NIC member chapters. This is a cost-sharing measure, since NIC inter/national organizations subsidize industry-wide support and advocacy efforts at a far greater per-chapter rate. The IFC may purchase a Campus Support Package, which includes IFC dues and provides additional support resources and educational opportunities for the council and fraternity/sorority community.

## **ARTICLE IV – IFC JUDICIAL POLICY**

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

The IFC shall be a peer-governing organization with an independent Standards Committee, which shall have jurisdiction over cases involving alleged member fraternity violations, including but not limited to:

- A. The IFC Constitution and Bylaws, Code of Conduct, Fraternity and Sorority Life Office social policy, and other policies.
- B. Student Code of Conduct
- C. Other University Policies
- D. The general values-based conduct of fraternity men.

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

In appearing before the Judicial Committee, each member fraternity 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 against double jeopardy.

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

Any individual or group may file a complaint against a member fraternity, specifying in writing the particular alleged acts of the accused. This must be done by submitting a written letter to the IFC Vice President of Standards. The IFC Vice President of Standards shall promptly review and investigate the allegation. Upon determination that an allegation has merit, the IFC Vice President of Standards may charge a member fraternity with a violation.

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

Once the IFC Vice President of Standards has determined the filed complaint has merit, the member fraternity 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**

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. All evidence shall be directly related to the complaint(s) alleged against the member fraternity and shall be approved by the IFC Vice President of Standards prior to circulation.

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

Upon a finding of the IFC Vice President of Standards that a filed complaint has merit, he shall offer the charged member fraternity the opportunity to participate in an Informal Resolution Hearing unless he feels that potential sanctions could include suspension or loss of IFC recognition.

In cases in which the charged member fraternity accepts an Informal Judicial Hearing, the IFC Vice President of Standards shall meet with a representative of the charged member fraternity to discuss the allegations of the complaint. Within three (3) business days of the Informal Judicial Hearing, the IFC Vice President of Standards may dismiss the complaint with a finding of no violations or provide the charged member fraternity with his finding of violations and recommendation for a resolution through disciplinary sanctions. The charged member fraternity has three (3) business days to accept or reject the terms of resolution. If the charged member fraternity accepts the resolution, the charged member fraternity waives all rights of appeal and the outcome is final.

If the charged member fraternity rejects the resolution, a Formal IFC Standards Board Hearing will be convened to hear the case.

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

The IFC Vice President of Standards shall not recommend suspension or loss of IFC recognition through an Informal Resolution Hearing. Should the IFC Vice President of Standards believe 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 Committee Hearing**

If:

- A. the charged member fraternity rejects having an Informal Resolution Hearing;
- B. the charged member fraternity rejects the findings and/or sanctions of the Informal Resolution Hearing; or
- C. The IFC Vice President of Standards determines the allegation is egregious enough to warrant potential suspension or loss of IFC recognition; or
- D. The IFC Vice President of Standards chose not to offer an Informal Resolution hearing, the IFC Vice President of Standards shall convene a Formal IFC Judicial Board Hearing.

The IFC Vice President of Standards will select five (5) Judicial Board justices, as predetermined by an alphabetical rotation of the member chapters, to hear the case. In the event the IFC Judicial Board rotation for service in a hearing falls upon an IFC Justice whose member chapter is



involved in the alleged violation, the rotation will skip to the next member chapter in the alphabetical rotation.

The IFC Vice President of Standards shall serve as a non-voting Chief Justice and the procedural officer for all Standards Board hearings.

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

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

- A. Participants: Attendance at all IFC Judicial Board hearings shall be limited to the Member Fraternities involved, any witnesses, the IFC Justices assigned to serve on the Judicial Board for the hearing, and the IFC Vice President of Standards. At the discretion of the IFC Vice President of Judicial Affairs, witnesses may be excluded from the hearing room until it is his or her turn to testify. Additionally, the charged member fraternity may be accompanied by its chapter advisor and/or its faculty staff advisor during any Judicial Board hearing. The advisor(s) must be registered as the official advisor(s) of the member fraternity. 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: All individuals involved in a hearing are required to agree to a statement of confidentiality. Individuals shall not disclose information regarding the following:
  - 1) Any individuals, Member Fraternities, or IFC Justices involved.
  - 2) Details of the proceedings.
  - 3) Witness testimony
- C. Hearing Process
  - 1) Initiation of the Hearing: The IFC Vice President of Standards 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 fraternity 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 Standards shall outline the process for the remainder of the hearing as follows:
    - a. Presentation of alleged charges, violations, and investigatory evidence against the charged member fraternity shall be presented by the IFC Vice President of Standards:
      - i. Charged member fraternity may ask questions;
      - ii. IFC Justices may ask questions;
    - b. Presentation of charged member fraternity:
      - i. IFC Justices may ask questions;
    - c. Calling of Witnesses
      - i. Charged member fraternity may ask questions;
      - ii. IFC Justices may ask questions;
    - d. Charged member fraternity may give final statement;
    - e. 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 Standards' member fraternity is involved in the alleged violation, the highest ranking IFC Executive Board officer, starting with the IFC President, as listed in Article IV, Section II of the IFC Constitution, shall serve in his stead.

## **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 XI. 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 Standards (including, but not limited to):

- A. Letters 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 events/or campus event privileges
- H. Loss of eligibility for IFC Awards
- I. Censure

## **Section XII. 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. Suspension: Loss of IFC voting rights, removal from Good Standing status, and any additional sanctions listed in 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 XIII. Blanket Sanctions**

The IFC will not issue blanket sanctions for chapters that have not been found responsible for policy violations (i.e. system-wide ban on activities). An exception may be made for health and safety concerns with restrictions limited to events with alcohol, provided the exception is for a defined period of no more than 30 days, with a specific plan to lift the restriction, and in accordance with powers enumerated in the IFC Constitution and Bylaws.

## **Section XIII. Duration of Sanctions**

Judicial action shall specify the duration and deadlines of any sanctions imposed. After such specified time, if the member fraternity has fulfilled the requirements of the sanctions imposed, the member fraternity shall return to good standing. In the event the member fraternity does not fulfill all of the requirements of the sanctions imposed, the IFC Vice President of Standards shall convene a Formal IFC Judicial Board Hearing to determine future course of action.

#### **Section XIV. Notification of Findings**

Within three (3) business days of any Informal or Formal Judicial Hearing, the IFC Vice President of Standards shall communicate in writing to the charged member fraternity and its inter/national organization and its advisor(s), as well as any relevant Arkansas Tech University administrators, the alleged violation, the findings of the hearing, and any sanction(s) imposed. Notification of findings can be made to the international headquarters at the discretion of the advisor(s) or the Office of Fraternity and Sorority Life.

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

#### **Section XV. Appeals**

The IFC Judicial Board's decision is subject to appeal by a member fraternity 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 XVI. Non-Status Sanctions Appeals**

The IFC Executive Board shall hear appeals for Non-Status Sanctions. The IFC Vice President of Standards shall first present the IFC Judicial Board's decision and rationale for its actions. The appealing member fraternity 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. Any individual from the appealing member fraternity serving on the IFC Executive Board shall not participate in the appeal proceedings. The IFC Executive Board may either dismiss the charge(s) with no sanctions or to alter the sanctions imposed by a majority vote. 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 XVII. Status Sanctions Appeals**

The IFC General Body shall hear appeals for Status Sanctions. The IFC Vice President of

Standards shall first present the IFC Judicial Board's decision and rationale for its actions. The appealing member fraternity shall then be afforded the opportunity to present its reasoning for seeking a reconsideration of the decision. Upon completion of the member fraternity appeal presentation, all representatives of the member fraternity shall be dismissed from the meeting, including the member fraternity's IFC Representative and Alternate Representative.

The IFC General Body shall first vote on whether to uphold the status sanction, which shall require a two-thirds (2/3) vote. 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. If a two thirds (2/3) majority cannot be achieved for dismissal or alteration of the sanctions, the initial sanctions will remain in place.

The decision of the IFC General Body shall be final with no further appeal rights.

## **ARTICLE V – HAZING**

### **Section I. Hazing**

The IFC adopts the Arkansas Tech University anti-hazing statement in the student code of conduct.

### **Section II. Accusation**

Any fraternity that is accused of hazing, in any form, shall immediately be placed on probationary status with IFC until the accusation is cleared up by a formal written statement from both parties. If the accusation is found to be true, by any type of judicial body, on or off the University, that fraternity shall be brought to the Judicial Committee.

## **ARTICLE VI – RECRUITMENT**

### **Section I. Action Plan**

The IFC General Body will vote on the action plan for recruitment the prior semester to that recruitment period.

- A. The IFC will 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. The IFC should focus on fostering interest in joining fraternities, marketing to incoming students and potential new members.
- C. The IFC should not restrict the ability of chapters to distribute bids outside of any designated recruitment period.
  1. Any male student should be free to join a fraternity when he determines it is in his best interest.
  2. All fraternities should be free to determine when they wish to extend an invitation to join to a male student.

- D. Recruitment and new member activities must be consistent with NIC Guidelines on Alcohol and Drugs.

## **Section II. Recruitment Structure**

- A. Formal Fall Structure
- B. Informal Spring Structure
  - 1. Bid Day will be set each semester for three weeks after the first day of the Spring semester.
    - i. Bids cannot be distributed until this day.

## **Section III. Recruitment Rules**

Each member fraternity shall adhere to and abide by the following rules:

- A. Bid Promising – Oral or 3<sup>rd</sup> Party
  - 1. Promising a bid to a potential new member before or during any time of the recruitment process, enabling a PNM to potentially not participate in other chapter's recruitment processes. This can be done by word of mouth, texting, social media, or another communicable apparatus.
  - 2. A "third party bid promise" occurs when someone outside of your organization promises a bid to a potential new member for your organization.
- B. Disparaging/Inappropriate Conversation
  - 1. Having conversation with potential new members that degrades organizations within Fraternity and Sorority Life and the Arkansas Tech community is not permissible. This includes talking negatively about other chapters, sororities, individual members, or referring to negative stereotypes that could negatively impact the fraternity and sorority life community.
- C. Purchasing Gifts for PNMs
  - 1. Purchasing gifts for potential new members in hopes that they will accept a bid from that organization by accepting that gift is not allowed.

## **Section IV. Infractions**

In the case that a member fraternity is in violation to any of the recruitment rules, they shall be given the infraction(s) suitable to the specific violation:

- A. Bid Promising – Oral/3<sup>rd</sup> Party
  - 1. 1<sup>st</sup> Offense: Judicial report filed, member in question to be suspended from further recruitment events, \$100 fine to chapter, loss of social activity, chapter to give presentation for members on bid promising and how to avoid, report sent to Coordinator of Fraternity and Sorority Life.
  - 2. 2<sup>nd</sup> Offense: 1<sup>st</sup> Offense infraction with a doubled fine of \$200, chapter to host Values/Ethics Program to be presented to IFC community, and public apology to be made at Greek 101.
- B. Disparaging/Inappropriate Conversation
  - 1. 1<sup>st</sup> Offense: Judicial report filed.
  - 2. 2<sup>nd</sup> Offense: Judicial report filed, \$100 fine to chapter.

3. 3<sup>rd</sup> + Offense: Judicial report filed, \$200 fine to chapter, loss of social activity, chapter to give presentation for members on appropriate recruitment conversations and the importance of refraining from making disparaging remarks.

C. Purchasing Gifts for PNMs

1. Judicial report filed, member in question to be suspended from further recruitment events, \$100 fine to chapter, loss of social activity, chapter to give presentation for members on bid promising and how to avoid, report sent to Coordinator of Fraternity and Sorority Life.
2. 2<sup>nd</sup> Offense: 1<sup>st</sup> Offense infraction with a doubled fine of \$200, chapter to host Values/Ethics Program to be presented to IFC community, and public apology to be made at Greek 101.

**Section V. Amendments**

Amendments to the recruitment action plan require a majority vote of the IFC General Body.

**ARTICLE VII – AMENDMENTS**

**Section I. Amendments**

These Bylaws may be amended by a majority affirmative vote of the IFC General Body provided notice of the proposed amendment has provided to Member Fraternities at the preceding regularly scheduled business meeting.

**Section II. Adoption**

These Bylaws shall become effective and shall supersede all previous Bylaws of the IFC when adopted by a majority affirmative vote of the IFC General Body.